

PRIVACY POLICY APPICAL

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1. General

Appical values the protection of your personal information. Therefore we carefully handle the processing of personal information of our users.

Appical processes personal data only on behalf of the employer.

Appical advises you to read this privacy policy carefully and if you have any questions or comments please feel free to contact us at support@appical.net.

2. What is Personal Information?

Personal information is data that is directly or indirectly traceable to a person. Examples of personal data are: name, address, date of birth, telephone number, location data, email address or an IP address.

3. Why does Appical process Personal Information?

Appical processes Personal Information with the aim of providing its services and allowing these services to function as good as possible, to improve the functioning of its services and to generate statistics. The data is shared with the employer.

In addition, data is processed for security purposes and to be able to communicate efficiently with users of its services.

4. Based on what grounds does Appical process personal data?

Except that Appical processes personal data with your explicit consent, it does so because it is necessary for the functioning of its services on the basis of the agreement with its customers (your employer), and on the grounds of its legitimate interest in the fulfillment of its business processes.

In order to be able to use the services of Appical (such as: pre hiring, preboarding, onboarding, continuous learning and offboarding) it is therefore necessary that you provide personal information such as; first name, last name, email. Without this personal data, Appical is not be able to perform its services (completely) properly.

5. What kind of (categories) Personal Information does Appical process?

Appical processes the following personal information:

First name, Last name, Email, Skype ID, LinkedIn ID, Job title & department, phone number, profile picture, used devices, IP Address.

Please note that only your First name, Last name & Email are required to create an account. Additional data is entered by Employer or by You.

6. Sharing Personal Information with third parties and (categories of) recipients

Appical only shares personal information with third parties if this is necessary for its services, when there is a legal obligation, or when Appical is specifically requested by the customer (the employer).

Appical does not pass on personal data to third parties other than; Digital Ocean, Intercom, Metabase, Mandrill, Sentry and does not pass on personal data to a country outside the EU.

7. How long does Appical store Personal Information?

Appical does not store Personal Information any longer than necessary. Specifically, this means that the Personal Information is removed from our system 18 months after a user is deactivated (access to Appical is cancelled) by the employer.

8. Right to withdraw consent, access, rectification and erasure of Personal Information

At all times, you are entitled to revoke your consent with regard to the processing of personal information by Appical, the right to inspect and correct the processed Personal Information, and the erasure and transfer of the Personal Information processed / stored by Appical. You can also submit a complaint about the processing of Personal Information to the Dutch Data Protection Authority.

9. Source of Personal Information

Personal information that is not obtained from you directly is obtained from your employer.

10. Cookies

A cookie is a small file that is stored on your computer or telephone. Appical uses cookies to remember your preferences and to recognize its users on a subsequent visit. Cookies also enable Appical, among other things, to collect information about the use of our services and to improve and adapt these to the wishes of our users.

[We ask permission to be allowed to place the cookies. If you agree, we can view your browsing habits and see what you have done on our website and in the app. If you do not agree with this, this may affect the operation of the site and app.]

We use the following types of cookies:

- Functional cookies

Disable cookie collection

It is possible to set your browser so that you do not receive cookies. However, in that case it may be that you can not make use of certain services of Appical, or that our website and app work less well.

11. Security

Appical values the protection of your Personal Information. Therefore we apply the highest possible security standards, technical and organizational measures to protect your Personal Information against abuse.