

PRIVACY POLICY

This Privacy Policy ("Privacy Policy") describes how Clicksys Scandinavia AB (company reg. No. 559092-3123) ("ClickSys", "we", "us"), process your personal data when you are visiting and using the services provided at www.clicksys.se. Personal data is any information with which one can directly or indirectly identify a physical person. Please read this Privacy Policy carefully to understand how and for what purposes we process your Personal Data. ClickSys is in some cases responsible for the processing of your personal data (shown below), and in some cases we process your personal data on behalf of another company which in those cases are responsible for the processing of your personal data. We process your personal information in accordance with the General Data Protection Regulation (GDPR). When we process personal data on behalf of another company, we sign a personal data processing agreement as specified in the GDPR, ensuring that both the responsible party and ClickSys process your personal data in accordance with the GDPR.

What personal data do we process and why?

We collect personal data when you contact us or when visiting our website. This personal data may include your name, e-mail address, telephone, IP address, behavior on our website, www.clicksys.se, and any other information that you voluntarily provide us. We do this to enable us to help you regarding your inquiry and to manage and improve our website.

Purpose, Legal Ground and Storage Period in cases where ClickSys is responsible

Your personal data will only be used for the purposes and with the legal ground as stated below. We will not use your personal data in any other way that is not stated below. After the specified period, the information will be deleted.

Recruitment

<i>Purpose of processing</i>	<p>If you submit a work application (general or for a specific role) via our website or in any other way, we process your personal data in order to evaluate and process your application to recruit staff. This includes, if applicable, references and background checks if part of the recruitment process.</p> <p>When you contact us regarding, e.g. a work application, we will process the personal data you supply us with to administrate your application.</p>
<i>Legal ground</i>	<p>The processing is necessary for the purpose of the legitimate interest to administrate your application.</p>
<i>Storage period</i>	<p>Your personal data will be processed during the time your application is processed. We will thereafter erase your personal data. If we wish to keep your application for future reference, you will be asked to give your consent. If you give your consent, your personal data will be stored for a period of up to two years.</p>

Contact

<i>Purpose of processing</i>	<p>When you contact us as a customer in any way, we may process your personal data, such as e.g. your name, the name of the company you represent if you contact us as a representative, and your e-mail address to be able to reply.</p>
<i>Legal ground</i>	<p>The processing is necessary for our legitimate interests to maintain good customer relations.</p>
<i>Storage period</i>	<p>We will erase your data after the purpose of your contact with us have been answered and the matter or question, which may have arisen, have been answered and dealt with.</p>

Direct marketing

<i>Purpose of processing</i>	When you sign up for e.g. news and invites (direct marketing), we will process your personal data to provide the services as requested by you. Our direct marketing is based on profiling, which means that we will customize the information that you receive from us based on certain factors. We use the following types of personal data to compile a profile: your gender, your location, your previous purchases, your behavior on our website, and/or your previous behavior when receiving direct marketing from us.
<i>Legal ground</i>	The processing is necessary for our legitimate interests to maintain good customer relations.
<i>Storage period</i>	If you opt-out or unsubscribe from our marketing (including profiling), we will no longer process your personal data for this purpose. We will also erase your personal data, unless there is another legal ground for keeping your data (such as a valid purchase contract).

Support

<i>Purpose of processing</i>	When you request our support through any of our support channels, we will process your personal data to be able to assist you with the relevant matter.
<i>Legal ground</i>	The processing is necessary for our performance of the contract with you (i.e. Terms of Use).
<i>Storage period</i>	We will erase your data, within six months after the relevant matter has been finally resolved.

Browsing

<i>Purpose of processing</i>	When browsing our website, we will process your personal data to improve our website and for marketing purposes.
<i>Legal ground</i>	The processing is necessary for our legitimate interests to improve our website and for retargeting. Please see more under “Cookies”.
<i>Storage period</i>	Please see more under “Cookies” or in the separate cookie policy.

Analysis of data

<i>Purpose of processing</i>	We will analyze and process your personal data, in order to compile aggregated tracking data (including to analyze visitors' use of our sites by tracking information such as page views, traffic flows, search terms and click throughs).
<i>Legal ground</i>	The processing is necessary for our legitimate interest to create statistics over time.
<i>Storage period</i>	We will anonymize all tracking data where this is technically possible. When your personal data has been anonymized, it will no longer be considered personal data under applicable data protection laws. You may opt-out of this by contacting us by e-mail: gdpr@clicksys.se .

Please note that the above storage periods do not apply to the extent ClickSys is required to retain your personal data (partly or in full) under applicable mandatory law (e.g. accounting laws).

Processing of personal data on behalf of others

Below are typical examples of when we process your personal data on behalf of our clients (typically the store that you visit). We may also offer other types of services, which may involve the processing of personal data not listed below. In these cases as well as others, our client is responsible for the processing of your personal data. The party responsible for the processing may provide information regarding how they process your personal data.

When do we share your personal data?

Only the people who need to process personal data for the purposes mentioned above have access to your personal data. We may also need to allow our suppliers access to your personal data when they perform services on our behalf, mainly to provide support and maintenance of IT systems. We may also work with third parties to improve our services. Any transfer of data outside the EU/EEA is made in accordance with data protection laws in the respective country and that is equivalent to the GDPR. If necessary, we will contact you to get you consent to the processing of your personal information.

Your rights

You have according to the GDPR the following rights:

<i>The right to access</i>	You may at any time request access to your personal data and to receive a copy in a commonly used electronic format.
<i>The right to rectification</i>	You are entitled to correct inaccurate personal data and to have incomplete personal data completed.
<i>The right to be deleted (“to be forgotten”)</i>	Under certain circumstances (including processing based on your consent), you may request us to delete your User Data. Please note that this right is not unconditional.
<i>The right to object</i>	You have the right to object to certain processing activities conducted by us in relation to your personal data, such as our processing of your personal data based on our legitimate interest. The right to object also applies to processing of your personal data for direct marketing purposes.
<i>The right to restriction of processing</i>	You may under certain circumstances request from us to restrict the processing of your personal data. Please note that this right is not unconditional.
<i>The right to data portability</i>	You are entitled to receive your personal data (or have your personal data directly transmitted to another data controller) in a structured, commonly used and machine-readable format.
<i>The right to make a complaint</i>	You also have the right to contact the supervisory authority in Sweden, the Swedish Data Protection Authority (www.datainspektionen.se , tel. 08-657 61 00), regarding ClickSys processing of personal information.

Cookies

As part of our approach to providing personalized services on our website, we use cookies to store and sometimes track information about you. For more information regarding cookies, please see our Cookie policy.

Data security

We employ appropriate technical and organizational security measures to help protect your personal data against loss and to guard against access by unauthorized persons. Appropriate security measures we have taken include implementing secure private connections, traceability, disaster recovery, and access limitations. We regularly review our security policies and procedures to ensure our systems are secure and protected.

Contact information

If you have any questions relating to our handling of your personal data or our use of cookies, or regarding your rights, please contact us at gdpr@clicksys.se. Please note that online communications are not always secure; so please do not include sensitive information in your inquiry to us.

Changes to this website privacy policy

Any changes that are made regarding how we handle your personal data or how we use cookies will be communicated thru this website privacy policy which will be promptly updated and published on our website. We may also inform you directly if the changes are significant regarding the processing of your personal information and there is a need for your consent.

This privacy policy was last updated on September 14, 2018.