

## NANOAVIONICS WEB PRIVACY AND COOKIE POLICY - EXTENSIVE

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Answering your questions

We process certain personal data when you contact us via general NanoAvionics email address or telephone number, make an inquiry, request information or ask any questions on our website (for example, by filling out and submitting a *Contact us* form available on nanoavionics.com).

In the above-mentioned cases we process your personal data for the purpose of contacting you and fulfilling your request, answering your questions, providing certain information. For these purposes, your personal data is processed on the basis of our legitimate interests, in particular, carrying out our business activities, ensuring control over information security as well as the quality of the services we provide.

The following personal data of yours are processed in order to answer any of your questions:

- Your full name
- Organization that you work in
- Your position within an organization that you work in
- Telephone number
- E-mail address
- Your message
- Any other information that you provide us with and that we will need to assess your request and fulfill it

We would like to kindly ask you to take into consideration and follow general requirements for the protection of your personal information, i.e. do not provide personal data that is unnecessary for the purpose for which the letter (including email), request or query is sent to us (e.g. personal identification code, sensitive, financial data and any other excessive data).

If you fail to provide your personal data (or part of it) necessary for the above-mentioned purpose, we may not be able to contact you and provide answers to your questions.

Personal data processed for the purpose of answering your enquiries are stored up to 1 year.

Direct marketing

NanoAvionics may also process your personal data for direct marketing purposes (e.g. newsletters, invitations to events relevant to you, etc.) on the following legal basis:

- Your consent if your explicit separate consent for this kind of data processing is obtained by us; and/or
- Legitimate interest of NanoAvionics to inform our clients about our services. We process your personal data for the purpose of direct marketing on this particular basis only if you do not expressly object to your data processing for direct marketing purposes, for marketing of similar services offered by NanoAvionics.

The following personal data may be processed for direct marketing purposes:

- Full name
- Organization that you work in
- Your position within an organization that you work in
- E-mail address
- Telephone number

Please note that you can easily opt out of direct marketing at any time by following the instructions provided in the newsletter and/or contacting us by email at [info@nanoavionics.com](mailto:info@nanoavionics.com).

If you fail to provide your personal data (or part of it) necessary for the above-mentioned purpose, we may not be able to inform you about industry news, invite to various event, etc.

We will store your personal data processed for the purpose of direct marketing up to 2 years from the last communication with you (if your separate consent was obtained) or until you have unsubscribed or withdrawn your consent.

#### Sale of products and services

In addition, we may process client and/or its representatives' personal data when such processing is necessary for the conclusion and performance of a contract concluded with NanoAvionics for sale of products, provision of services, etc. For this purpose/basis, Nanoavionics may process the following client and/or its representatives' data:

- Full name
- Represented organization
- Your position within an organization that you represent
- E-mail
- Telephone number
- Any other necessary contact details
- Other personal data that may be provided in the course of conclusion and performance of contracts with us
- Other personal data that is required to be processed by us in order to comply with applicable legal obligations

NanoAvionics will only process the above listed personal data to the extent necessary to ensure the proper sale of products and provision of services to our clients and the fulfillment of legal obligations (if any) binding on NanoAvionics.

If you fail to provide your personal data (or part of it) necessary for the above-mentioned purpose, we may not be able to conclude and perform a contract with you or your organization.

Personal data processed on the basis of the performance of a contract is stored for up to 10 years from the date of expiry/termination of a contract.

#### Career

If you would like to join NanoAvionics team, you may submit your CV together with other related data, if any, on our website here: <https://nanoavionics.com/our-careers/> or by sending an email to [career@nanoavionics.com](mailto:career@nanoavionics.com).

The following personal data of candidates may be processed:

- Full name
- Contact details
- Education
- Work experience
- Motivational letter
- Recommendation letter(s)
- Any other information that you provide us in your CV or email

We would like to kindly ask you not to send us any excessive or unnecessary information (e.g. personal identification code) as well as special (sensitive) data, such as health related data, by applying to open positions at NanoAvionics.

Personal data of the applicants will be processed for the purpose of personnel selection and based on the applicants' consent expressed by submitting this personal data.

Following receipt of your application, we may contact your former employers in order to evaluate your qualification, professional skills and business qualities, however, only after having informed the

applicant. Additionally, the same information may be collected from the applicant's current employer, however, only with a prior separate consent of the applicant.

If you fail to provide your personal data (or part of it) necessary for the above-mentioned purpose, we may not be able to contact and interview you, as well as evaluate your candidacy for a job position.

We store the candidates' personal data as long as the selection to the specific position is taking place and up to 6 months after that. However, in case we select another candidate for the position that you have applied, we may ask for your consent to store your data submitted to us at the time of applying for that position. The purpose of this is to have your data in potential employees' database and be able to contact you later when we conduct other personnel selections. Should you consent to this, we will store your personal data for up to 1 year unless you withdraw your consent earlier.

**How do we use cookies?**

When you visit our website nanoavionics.com, we may store cookies on your computer to improve your experience and our services, as well as analyze navigation on our website.

What are cookies?

Cookies are text files containing small amounts of information which are sent to your browser and stored on your computer, mobile phone or any other device when you visit a website. In general, cookies are used in order to collect certain information about your computer for numerous purposes, such as how often do you visit the website, your actions on the website, etc.

Cookies we use

We use the following categories of cookies:

Cookie category	Description
Necessary	Necessary cookies are absolutely essential for the website to function properly. These cookies ensure basic functionalities and security features of the website, anonymously.
Analytics	Analytical cookies are used to understand how visitors interact with the website. These cookies help provide information on metrics the number of visitors, bounce rate, traffic source, etc.
Functional	Functional cookies help to perform certain functionalities like sharing the content of the website on social media platforms, collect feedbacks, and other third-party features.
Advertisement	Advertisement cookies are used to provide visitors with relevant ads and marketing campaigns. These cookies track visitors across websites and collect information to provide customized ads.
Other	Other uncategorized cookies are those that are being analyzed and have not been classified into a category as yet.

Please see the below table for the specific self and third-party cookies present on our website nanoavionics.com, their descriptions and validity:

Cookie name	Domain	Type	Description	Duration
personalization_id	.twitter.com	Advertisement	Twitter sets this cookie to integrate and share features for social media and also store information about how the user uses the website, for tracking and targeting.	2 years
_fbp	.nanoavionics.com	Advertisement	This cookie is set by Facebook to display advertisements when either on Facebook or on a digital platform powered by Facebook advertising, after visiting the website.	3 months
test_cookie	.doubleclick.net	Advertisement	The test_cookie is set by doubleclick.net and is used to determine if the user's browser supports cookies.	15 minutes
_ga	.nanoavionics.com	Analytics	The _ga cookie, installed by Google Analytics, calculates visitor, session and campaign data and also keeps track of site usage for the site's analytics report. The cookie stores information anonymously and assigns a randomly generated number to recognize unique visitors.	2 years
_gid	.nanoavionics.com	Analytics	Installed by Google Analytics, _gid cookie stores information on how visitors use a website, while also creating an analytics report of the website's performance. Some of the data that are collected include the number of visitors, their source, and the pages they visit anonymously.	1 day
_gat_UA-60838559-1	.nanoavionics.com	Analytics	A variation of the _gat cookie set by Google Analytics and Google Tag Manager to allow website owners to track visitor behaviour and measure site performance. The pattern element in the name contains the unique identity number of the account or website it relates to.	1 minute
_hjFirstSeen	.nanoavionics.com	Analytics	Hotjar sets this cookie to identify a new user's first session. It stores a true/false value, indicating whether it was the first time Hotjar saw this user.	30 minutes
_hjIncludedInSessionSample	nanoavionics.com	Analytics	Hotjar sets this cookie to know whether a user is included in the data sampling defined by the site's daily session limit.	2 minutes
_hjIncludedInPageviewSample	nanoavionics.com	Analytics	Hotjar sets this cookie to know whether a user is included in the data sampling defined by the site's pageview limit.	2 minutes
_hjAbsoluteSessionInProgress	.nanoavionics.com	Analytics	Hotjar sets this cookie to detect the first pageview session of a user. This is a True/False flag set by the cookie.	30 minutes
_hstc	.nanoavionics.com	Analytics	This is the main cookie set by Hubspot, for tracking visitors. It contains the domain, initial timestamp (first visit), last timestamp (last visit), current timestamp (this visit), and session number (increments for each subsequent session).	5 months 27 days

Cookie name	Domain	Type	Description	Duration
hubspotutk	.nanoavionics.com	Analytics	HubSpot sets this cookie to keep track of the visitors to the website. This cookie is passed to HubSpot on form submission and used when deduplicating contacts.	5 months 27 days
_gcl_au	.nanoavionics.com	Analytics	Provided by Google Tag Manager to experiment advertisement efficiency of websites using their services.	3 months
UserMatchHistory	.linkedin.com	Functional	LinkedIn sets this cookie for LinkedIn Ads ID syncing.	1 month
lang	.ads.linkedin.com	Functional	LinkedIn sets this cookie to remember a user's language setting.	session
bcookie	.linkedin.com	Functional	LinkedIn sets this cookie from LinkedIn share buttons and ad tags to recognize browser ID.	2 years
lidc	.linkedin.com	Functional	LinkedIn sets the lidc cookie to facilitate data center selection.	1 day
_cf_bm	.hubspot.com	Functional	This cookie, set by Cloudflare, is used to support Cloudflare Bot Management.	30 minutes
lang	.linkedin.com	Functional	LinkedIn sets this cookie to remember a user's language setting.	session
bscookie	.www.linkedin.com	Functional	LinkedIn sets this cookie to store performed actions on the website.	2 years
_hssc	.nanoavionics.com	Functional	HubSpot sets this cookie to keep track of sessions and to determine if HubSpot should increment the session number and timestamps in the _hstc cookie.	30 minutes
_GRECAPTCHA	www.google.com	Necessary	This cookie is set by the Google recaptcha service to identify bots to protect the website against malicious spam attacks.	5 months 27 days
AnalyticsSyncHistory	.linkedin.com	Other	No description	1 months
muc_ads	.t.co	Other	No description	2 years
li_gc	.linkedin.com	Other	No description	2 years
_hjSessionUser_2790579	.nanoavionics.com	Other	No description	1 years
_hjSession_2790579	.nanoavionics.com	Other	No description	30 minutes

### How to control the cookies?

You can manage, block or delete cookies according to your preferences by changing your browser settings. Please note that if you disable cookies, the website may not properly work and/or you may lose the ability to use some of its features. If you need more information about cookies, you can visit [www.aboutcookies.org](http://www.aboutcookies.org) for detailed information on how to manage, disable cookies through your browser preferences and how to remove cookies that are already on your computer.

### **How will we share your personal data?**

Please be informed that on occasion we may be required to share your personal information with certain third parties (data processors). These third parties may include our service providers/vendors providing us website administration, database management, cloud, information technology infrastructure, communication, courier/carrier services, companies creating, providing, support and developing software, communication services, as well as other vendors to whom your personal data is disclosed only to the extent necessary for provision of their services. Please note that we have taken steps to ensure that all these third parties keep your personal data secure and use it for limited purposes only that you have already been informed of.

Please note that certain data may be transmitted to third parties based in both European Economic Area (EEA) and non-EEA countries. For example, when we use the Google Analytics services, certain data may be transmitted to United States as the service provider in question is a United States company. Although in non-EEA countries personal data may be subject to less protection than in EEA countries, please be aware that in each case we carefully consider the level of protection of personal data that will be processed and stored after transfer to non-EEA countries.

### **How long will we store your personal data?**

We process your personal data no longer than necessary for the purposes listed in this Privacy Policy. After the personal data storage deadlines provided in this Privacy Policy expire, your personal data will be securely destroyed within a reasonable time. You can find the specific retention periods next to the purposes of data processing indicated above in this Privacy Policy.

Please note that longer storage of your personal data may take place in the following cases:

- personal data is necessary in order to defend ourselves against claims, demands or actions and exercise our rights and/or proper resolution of a dispute or complaint;
- there is a reasonable suspicion of an unlawful act that is being investigated;
- for backup copies and other similar purposes;
- under applicable statutory grounds.

### **How do we protect your personal data?**

To properly protect your personal data, NanoAvionics follows all personal data security and processing requirements set under the European Union Regulation 2016/679 (the General Data Protection Regulation) as well as applicable national data protection laws. Additionally, we take due technical and organisational measures to ensure the security of processed, transmitted and/or stored personal data against accidental or unlawful destruction, loss, alteration, unauthorized disclosure or access.

### **What rights do you have as a data subject and how to exercise them?**

As a data subject you have the following rights in connection with your personal data:

- to request NanoAvionics to give you access to your personal data;
- to request us to rectify any inaccurate, incomplete, and incorrect data;
- to request NanoAvionics to erase personal data or restrict data processing;
- to object to personal data processing;
- to withdraw your consent to data processing;

- to receive your personal data in a structured, commonly used and machine-readable format and transmit such data to another controller without hindrance (right to data portability);
- to lodge a complaint with the State Data Protection Inspectorate. However, before lodging an official complaint, we recommend contacting us in order to resolve the issue efficiently.

In order to exercise any of the above-listed rights (or if you have any other questions regarding the processing of your personal data), feel free to contact us at [info@nanoavionics.com](mailto:info@nanoavionics.com) or by sending a letter via register mail at Mokslininkų g. 2A, LT-08412 Vilnius, Republic of Lithuania.