PHORIA - Online Privacy Policy

1. General Terms

PHORIA PTY LTD, hereafter: "PHORIA", "we", "us" or "our", is an Australian Private Company registered under the Australian Business Number (29 169 885 796) at the official office 297 Napier Street, Fitzroy, 3065, Victoria, Australia. Our affiliated lines of business, online or mobile products, experiences, apps, services and websites, are hereafter: "PHORIA platforms".

PHORIA deeply values and respects the privacy of online users, and we recognise the importance of providing a protected and secure online environment for users. This company-wide Online Privacy Policy outlines how we collect, store and process information provided to us through our PHORIA platforms: https://www.phoria.com.au, https://www.phoria.com.au, https://www.phoria.com"/>https://www.ph

Please be aware that PHORIA platforms may contain hyperlinks to third-party websites. They will govern the use of any data or personal information you submit, or which is collected by cookies. Our Online Privacy Policy does not apply to those third-party websites, and we do not accept any responsibility or liability for the privacy activities and practises of these websites. Provide personal information at your own risk.

Please also note that, as an Online Privacy Policy, this policy only safeguards the privacy of online users and does not automatically apply to data collected by PHORIA offline.

If you have any questions or queries about this Online Privacy Policy, please contact us at privacy@phoria.com.au

2. Commitment to Privacy

Where and when we decide how to collect, store and process the personal data you supply through our online services, we are the "data controller." We will comply with all applicable data protection laws, including the Privacy Act 1988 and the Australian Privacy Principles ("APPs").

There are 13 APPs and they govern standards, rights and obligations around:

- The collection, use and disclosure of personal information
- An organisation or agency's governance and accountability
- Integrity and correction of personal information
- The rights of individuals to access their personal information

Learn more about the Australian <u>Privacy Act 1988</u> and the <u>APPs</u>.

Our Online Privacy Policy details the following:

- What information we may collect about you
- How we will use information we collect about you
- Whether we will disclose your details to anyone else
- Your choices and rights regarding the personal information you have provided to us

3. What personal information is collected?

We collect and process the following personal information only on a voluntary basis, which may include your personal data. If an online users submits information to PHORIA platforms, it will usually take the form of either: (1) product or account registration (2) our website contact forms (3) newsletters (4) surveys (5) customer service or technical support (6) a consumer complaint, and/or (7) the purchase of goods or services.

Please note that, depending on which PHORIA platform you visit, many of the activities listed above may not be available and, as such, personal information may not be collected.

The personal information we may collect includes: your name; your username; your email address; your password; your telephone number; your postal address; your credit card number and expiration date; and your billing address.

You may not be required to provide all of the listed information to gain access to PHORIA platforms, however, your ability to utilise certain products or services may be hindered if you do not provide the specified information for that product or service.

Analytics

When you access PHORIA platforms, we may collect technical information about your computer and/or device that may identify you, including your IP address, operating system, browser type, time-zone and browser plug-in details through third-party analytics providers.

These third-party analytics providers may collect analytics on our behalf and in accordance with our Online Privacy Policy, as well as their own privacy procedures.

Your Browsing Activities

In relation to your activity on PHORIA platforms, we may collect information relating to: the web address that you arrive from or click through to; the pages viewed; page response times; download errors; the length of time you spend on certain pages; and page interaction information such as scrolling, clicks, and methods used to link out from PHORIA platforms.

Opting-Out

We allow you to control the way that we use identifying information that we might obtain. Upon asking you to provide personal information, PHORIA may present the option to decline or "opt-out" of any future communications about new products, services, events or offers.

Some communications, including service updates and notifications of service disruptions, are mandatory and in using PHORIA platforms, you assent to receiving these communications.

In addition, the newsletters or direct marketing emails that PHORIA may send to you have "unsubscribe" procedures in place.

4. How do we use your personal information?

The personal information you provide to PHORIA will allow us to ensure that our website functions properly and that we give our users the best experience.

Other ways we may use personal information includes: to fulfill your product or service order; alert you of new products or services, features, or enhancements; handle/route your user service or technical support questions or issues; or and/or notify you of events or offers.

We may also use your personal information for internal marketing, profiling, or demographic purposes, so we can better understand the needs of our users and deliver tailored experiences.

Be advised that personal information submitted by individuals acting solely in a business capacity (e.g. submitting a job applicant resume) is not subject to the uses set forth above or to any other practices stated in this Online Privacy Policy.

5. Data Sharing

We may collect information about you from third-party providers (like social media companies, marketing partners or public databases) to use in correlation with information gathered from PHORIA platforms. The reasons for enhancing or merging such personal information with third-parties include: updating your contact information, performing market analysis, or improving our products, services, or systems.

We will only share your information with third-parties in ways that are described in this Online Privacy Policy. To find out more about how these third parties handle your information, see their respective privacy policies.

We may also disclose your personal information to third parties for the following reasons:

• To allow subcontractors of suppliers to fulfill services on our behalf.

- If legally required to by government bodies or law enforcement agencies.
- In the event of an acquisition, merger, reorganisation, bankruptcy or any similar event.
- In the event of a sale of assets to a third party, to ensure as minimal disruption to the user experience.
- To enforce or apply the terms of agreements, to investigate potential breaches, or to protect the rights, property of safety of PHORIA, our customers and others.

We reserve the right to disclose your personal information as required by law or in special cases when we have reason to believe that disclosing such information is necessary to identify, contact, or bring legal action against you if you are:

- Violating Terms of Service, Use Agreements or End User License Agreements for PHORIA platforms.
- Causing injury to or interference (intentionally or unintentionally) with PHORIA's rights or property, other users of PHORIA platforms or licensed partners, or anyone else who could be harmed by your activities.

We also reserve the right to disclose your personal information if we, in good faith, believe that it is necessary to prevent fraudulent or illegal behaviour or activities.

6. Deleting Personal Information

Please contact <u>privacy@phoria.com.au</u> to request that we delete personal information.

Note that deleting data will permanently terminate any accounts you hold with PHORIA platforms and you will not be able to recover personal information associated with those accounts.

Also note that in some cases, PHORIA may be obligated to retain or use your personal information for as long as necessary to comply with our legal obligations, resolve disputes, and/or enforce PHORIA agreements.

7. Making a Complaint

Contact <u>privacy@phoria.com.au</u> to file a complaint or send a letter addressed to PHORIA, Attention: Head of Human Resources, 297 Napier Street, Fitzroy, 3065, VIC, Australia.

By using PHORIA platforms, you signify your assent to this Online Privacy Policy.

We will notify our users of changes prior to these becoming effective, but please also check this page every so often for change or updates. Continued use of PHORIA platforms will signify your acceptance to these changes or updates.

This Online Privacy Policy was last updated on June 1, 2020.