

PRIVACY POLICY

Reemedia Consultancy FZ LLC, a company incorporated in the Media Zone – Abu Dhabi, with registered number 1075 whose registered office is at PO Box 769659, Abu Dhabi (“**Reemedia Consultancy**”, “**we**”, “**us**” or “**our**”), takes the privacy of your information very seriously. This privacy policy describes how Reemedia Consultancy shall collect and use your personal data, including the personal information we receive from you (“**you**” or “**your**”) in the course of our business. This privacy policy applies to our use of any and all data collected by us or provided by you in relation to your use of our website www.reemediaconsultancy.com (“**Website**”).

SCOPE OF THIS PRIVACY POLICY

1. This privacy policy applies only to the actions of Reemedia Consultancy and you with respect to this Website. It does not extend to any websites that can be accessed from this Website including, but not limited to, any links we may provide to social media websites.
2. For the purposes of this privacy policy, Reemedia Consultancy is the “data controller”. This means that Reemedia Consultancy determines the purposes for which, and the manner in which, your data is processed.

DATA COLLECTION

3. We may collect the following information, which includes personal data, from you: (a) personal information (name, job title, profession); (b) contact information such as address, email addresses and telephone numbers; (c) business information; (d) preferences/subscriptions/interests such as when you subscribe to updates or newsletters and relevant consent selections to ensure you receive materials that you are interested in; (e) IP address (automatically collected), browser type and version, time zone setting, browser plug-in types and versions, operating system you are using, device type, hardware model, MAC address, unique identifiers and mobile network information; in each case, in accordance with this privacy policy.

HOW WE COLLECT YOUR DATA

4. We collect data in the following ways: (a) data is given to us by you; (b) data is received from other sources; and (c) data is collected automatically.

DATA THAT IS GIVEN TO US BY YOU

5. Reemedia Consultancy will collect your data in a number of ways, for example: (a) when you contact us through the Website, by telephone, post, e-mail or through any other means; (b) when you register with us and (if applicable) set up an account to receive our products/services; (c) when you make payments to us; (d) when you elect to receive marketing communications from us; (e) when you use our services; in each case, in accordance with this privacy policy.

DATA THAT IS RECEIVED FROM PUBLICLY AVAILABLE THIRD PARTY SOURCES

6. We may receive data about you from publicly available third party sources such as social media websites.

DATA THAT IS COLLECTED AUTOMATICALLY

7. To the extent that you access the Website, we will collect your data automatically, for example: we automatically collect some information about your visit to the Website. This information helps us to make improvements to Website content and navigation, and includes your IP address, the date, times and frequency with which you access the Website and the way you use and interact with its content.

HOW DO WE USE THE DATA?

8. Any or all of the above data may be required by us from time to time in order to provide you with the best possible service and experience when using our Website. Specifically, data may be used by us for the following reasons: (a) internal record keeping; (b) improvement of our products/services; (c) management of our business relationship; (d) communication such as sending emails, newsletters, client surveys; (e) client legal compliance and due diligence; (f) website monitoring and functionality; in each case, in accordance with this privacy policy.
9. We may use your data for the above purposes if we deem it necessary to do so for our legitimate interests. If you are not satisfied with this, you have the right to object in certain circumstances (see the section headed “what are your rights?” below).
10. Legitimate interests include, but are not limited to the following: (a) providing consultancy services and improving our services; (b) managing our relationship with you and your company (including, but not limited to understanding our clients’ needs, responding to feedback and queries, understanding how our clients use our Website); (c) enforcing terms and conditions, contractual commitments and debt payments.

WHO WE SHARE DATA WITH

11. We may share your data with the following groups of people for the following reasons: (a) any of our group companies or affiliates (if applicable) - to provide services; (b) our employees, consultant, agents and/or professional advisors – to provide services; (c) any suppliers who support our business – to provide services; (d) relevant authorities and law enforcement bodies/regulators - to respond to requests for information from relevant authorities in accordance with legal requirements; (e) your company or organization - to provide services; in each case, in accordance with this privacy policy.

KEEPING YOUR DATA SECURE

12. We will use technical, administrative and organisational measures to keep your data secure.
13. Technical and organisational measures include measures to deal with any suspected data breach. If you suspect any misuse or loss or unauthorised access to your data, please let us know immediately by contacting us via this e-mail address: info@reemediaconsultancy.com.

14. Although we will take reasonable measures to protect your personal information, we cannot guarantee the security of your information transmitted and any transmission via the internet is at your own risk.
15. Reemedi Consultancy is located in the United Arab Emirates and will protect your data in line with applicable local data protection requirements.

HOW LONG DO WE RETAIN YOUR DATA?

16. Unless a longer retention period is required, we will only hold your data on our systems for the period necessary to provide our services or until you request that the data be deleted. We may also keep data to comply with any local regulatory and/or legal requirements.
17. Even if we delete your data, it may persist on backup or archival media for legal, tax or regulatory purposes.

WHAT ARE YOUR RIGHTS?

18. If you are based in the European Union, you have the following rights in relation to your data. To make enquiries, exercise any of your rights set out below, or withdraw your consent to the processing of your data, please contact us via this e-mail address info@reemediconsultancy.com: (a) **Right to access** - the right to request (i) copies of the information we hold about you at any time, or (ii) that we modify, update or delete such information. If we provide you with access to the information we hold about you, we will not charge you for this, unless your request is "manifestly unfounded or excessive." Where we are legally permitted to do so, we may refuse your request. If we refuse your request, we will tell you the reasons why. (b) **Right to correct** - the right to have your data rectified if it is inaccurate or incomplete. (c) **Right to erase** - the right to request that we delete or remove your data from our systems. (d) **Right to restrict our use of your data** - the right to "block" us from using your data or limit the way in which we can use it. (e) **Right to data portability** - the right to request that we move, copy or transfer your data. (f) **Right to object** - the right to object to our use of your data including where we use it for our legitimate interests.
19. You also have the right to make a complaint if you are not satisfied with the way a complaint you make in relation to your data is handled by us. You may be able to refer your complaint to the relevant data protection authority where Reemedi Consultancy is based or in the Member State in the European Union where you are resident or where an alleged infringement of data protection law has taken place.
20. It is important that the data we hold about you is accurate and current. Please keep us informed if your data changes during the period for which we hold it.

CROSS JURISDICTION TRANSFERS OF YOUR DATA

21. We may need to share your data with other offices around the world.
22. We will only transfer data outside the United Arab Emirates where it is compliant with data protection legislation and the means of transfer provides adequate safeguards in relation to your data.
23. To ensure that your data receives an adequate level of protection, we have put in place appropriate safeguards and procedures with the third parties we share your data with. This ensures your data is treated by those third parties in a way that is consistent with the applicable data protection laws.

LINKS TO OTHER WEBSITES AND COOKIES

24. This Website may, from time to time, provide links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

CHANGES OF BUSINESS OWNERSHIP AND CONTROL

25. Reemedi Consultancy may, from time to time, expand or reduce our business and this may involve the sale and/or the transfer of control of all or part of Reemedi Consultancy. Data provided by you will, where it is relevant to any part of our business so transferred, be transferred along with that part and the new owner or newly controlling party will, under the terms of this privacy policy, be permitted to use the data for the purposes for which it was originally supplied to us.
26. In the above instances, we will take steps with the aim of ensuring your privacy is protected.

CHANGES TO THIS PRIVACY POLICY

27. Reemedi Consultancy reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the Website and you are deemed to have accepted the terms of the privacy policy on your first use of the Website following the alterations.
28. You may not transfer any of your rights under this privacy policy to any other person. We may transfer our rights under this privacy policy where we reasonably believe your rights will not be affected.

CONTACT US

29. For any information related to this privacy policy, please contact Reemedi Consultancy by email at info@reemediconsultancy.com.

This privacy policy was created **March 2022**.