

## Privacy Statement

### 1. General Remarks

We value your privacy greatly. The service, products and applications you use are owned and operated by ,ZKtecoUSA LLC located 1600 union hill road, Alpharetta GA 30005 This Privacy Statement describes the personal data processed by ZKTeco and the means and purposes of ZKTeco processing such personal data. You can choose not to use the services of ZKTeco including the app , website or PC client side; however, especially if you want to use specific services through our services, we need to collect and process some of your corresponding personal data. Please also be noticed, we are the processor of your data under data protection jurisdictions such as the European Union. The Personal Data controllers referred to in this agreement are the corporate/organizational user(s) of - products

This Privacy Statement may be modified and updated periodically. In the event of any changes, we will notify you in a reasonable manner such as using a banner or pop-up notice on our Website and/or App .The updated Privacy Statement will take effect upon its publication.

This Privacy Statement is to be read in conjunction with any other notices, contractual clauses and consent clauses that apply in relation to the collection, use and disclosure of your personal data by us.

### 2. What kinds of personal data does ZKTeco collect and hold?

ZKTeco may collect and hold the following personal data about you:

- The personal information we collect may include your first and last name, address, email address, and phone number.

### **3. How does ZKTeco collect my personal data?**

ZKTeco collects the data you provide to us, including the data generated through your interactions and communications with ZKTeco, and the data technically required to be processed to provide you with the Services, such as device data and log information. Most of the time, we collect personal data directly from you, such as via your ZKTeco services account when you are using our Services. Other data is collected by us when you initiate communications with us.

We may also obtain your personal data from such third parties where you have given us your consent or where such processing of your personal data is permitted under the applicable laws. Under such circumstances, we will process your data only for purposes described in this Privacy Statement and your Privacy Policy, and honor any other restrictions legally imposed by the parties involved.

### **4. Am I obliged to disclose my personal data?**

You can make different choices about the technology you use and the data you share. When we request you to provide your personal data, you can refuse. As many of our products require you to provide us with certain personal data so that we can provide certain features of our services to you, we may not be able to provide such features to you if you choose not to disclose the data required. In addition, if we are legally required to collect personal data from you, or the data collected are necessary for entering into a contract with you or fulfilling a contract between us, and you do not provide the personal data necessary to do so, we may not be able to enter into the said contract, fulfill the said contract between us, or may have to suspend or revoke your right to use our products or services. If this is the case, we will notify you in advance if it is necessary under the applicable law.

For a detailed description of the processing of your personal data collected by us, please refer to your Privacy Policy, as the method to find it can be seen in "2. How do I find the Privacy Policy that applies to me?" above.

## 5. For what purposes does ZKTeco collect my personal data?

We may collect, store, use and disclose your personal data to provide you with our products and services. The purpose for which we usually collect, store and use your personal data depends on how you interact with us, however, typical purposes for which we use and disclose your personal data include to:

- Provide our products and services to you, including updates, protection and troubleshooting, and support.
- Resolve possible device failure problems.
- Improve and develop our products.
- Respond to queries, requests and feedback from you.
- Verify your identity.

We may disclose your personal data to third parties for the reasons set out above, for other purposes explained at the time we collect your personal information, or where we are otherwise allowed or required to do so under the applicable law.

Some of the third parties we may disclose your personal data to include:

- other members of our ZKTeco group;
- third parties in the context of a corporate restructure of ZKTeco; and
- regulatory bodies, government agencies and law enforcement bodies, to comply with our legislative or regulatory obligations.

**For a detailed description of the processing of your personal data by us, please refer to your Privacy Policy as provided above in "2. How do I find the Privacy Policy that applies to me?".**

## 6. Cookies and Tokens

We use Cookies, which are text files with small pieces of data placed on a device to store data about your use of our Website and services. Cookies are used for essential functioning of a Website and to contribute to a better user experience. For example, we use cookies and tokens to enable you to log in to our Websites. You can set your web browser preferences to block certain cookies. However, if your device has disabled cookies, some features of the Website and services may not work properly.



We respect the "Do Not Track (DNT)" signal or similar technology provided by your system when you have disabled cookies.

Tokens are used for the login authentication, so that there is no need to log in every time you enter the Website. The token is saved in the system for 2 hours, and when you log out, the system will automatically delete the token. By using our Website, platforms and/or products, you consent to our use of cookies and tokens to collect and use your personal data for the abovementioned purposes.

If needed we do provide a more detailed description of such processing in your Privacy Policy as provided above in "2. How do I find the Privacy Policy that applies to me?".

Details about our Cookies Policy may also be found in our relevant websites. When such is the case, the Cookies Policy on such website shall prevail.

## **7. Your rights as data subject**

We fully respect and protect the legitimate rights and interests you enjoy as the personal data subject regarding all of your personal data. These rights are stipulated in the laws of your region. For more information on your rights and how to exercise your rights, please refer to Privacy Policy.

In general, you can legally exercise your personal rights without paying any fees. Subject to the requirements of the data protection law in your region, we will respond to your request within 30 calendar days. Please note that, for security reasons, we may verify your identity before responding to your requests.

## **8. Security safeguards**

We put in place commercially reasonable physical, administrative and technical safeguards to maintain the integrity and security of your personal data. These safeguards include but are not limited to the following:

1. We use encryption and other technology to take reasonable precautions that your personal data is securely stored on our servers and transmitted via the internet.

2. Our team continuously monitors security threats to protect your personal data from unauthorized access, loss and disclosure.

3. Our team has undergone and will continue to go through security and privacy training sessions in order to enable us to efficiently identify security issues and be better prepared in handling data security incidents.

4. We maintain physical security measures to protect your personal information, such as physical locks and security systems at our premises.

You should be aware, however, that no method of transmission over the Internet or method of electronic storage is completely secure. While security cannot be guaranteed, we strive to protect the security of your information and are constantly reviewing and enhancing our information security measures.

**If you believe for any reason that there has been any unauthorized access, use, collection, disclosure or other risks relating to your personal data held by us, please inform us immediately using the contact information provided in your Privacy Policy provided above in "2. How do I find the Privacy Policy that applies to me?" or in this Privacy Policy.**

As far as provided by law, if a security incident occurs that affects the security of your personal data, we will notify you and provide you with recommendations on how to reduce or prevent related risks from occurring and other information, if necessary.

## 9. Data retention period

We will cease to retain personal data about or relating to you, or remove the means by which the data can be associated with you, as soon as it is reasonable to assume that such retention is no longer necessary for the purposes for which such personal data was collected, including the purposes stated herein and in your Privacy Policy, unless we are required or entitled to retain the personal data for a longer period of time under specific legal requirements. We will determine the appropriate retention period based on the legal requirements, volume, nature and sensitivity of the personal data, at the end of which we will destroy your personal data.

If you explicitly request us to delete your personal data, we will honour this request promptly and will no longer retain your personal data. However, we will not delete your personal data if we are entitled or obliged to further storage on the basis of a different legal ground than your consent or despite your request or your objection. If



we are unable to destroy the data for technical reasons, we will take appropriate measures to remove the means by which the data can be associated with you and prevent further use of your personal data.

## 10. How to contact us

We respect your rights and protect your personal data. You can contact us for more information about how we handle your personal data, to make a complaint, or to exercise your personal data rights, by using the contact information provided in Privacy Policy

**ZktecoUSA**

Tel: + 862-505-2101

Email: [info@zktcouusa.com](mailto:info@zktcouusa.com)

I have read and understand that my personal data will be handled in accordance with this Privacy Statement, and I have agreed to such processing of my personal data.