

Lumachain Pty Ltd Privacy Policy – Feb 2020

Lumachain is committed to protecting your personal information and respecting your privacy. This privacy policy explains how we collect, use and disclose information when you access or use our products, our website or when you otherwise interact with us.

Collection of information

For most products and services, it is necessary for Lumachain to collect 'Personal Information' such as your name, identity details, contact details, transaction information and other personal details where needed.

We may also collection Personal Information when:

- You create a user account in the Lumachain console or request any form of support.
- You register or participate in Lumachain webcasts, webinars or seminars/conferences.
- You request product or service information or materials.
- You participate in surveys and evaluations.
- You apply for a job or submit your resume.
- You submit questions or comments to us.

Lumachain may also collect Personal Information from individuals at conventions, trade shows, expositions, and other industry events. We do not generally collect sensitive information from you; however, if you provide such information to us, we will only collect that information with your express consent and only where such information is reasonably required for us to provide our products or services to you. We shall not disclose sensitive information to any other party without your consent.

Why we collect personal information

We collect Personal Information about you which is reasonably necessary to:

- Provide you with quality products or services;
- Conduct marketing and social functions;
- Analyse our services and customer needs to help us develop new and/or improved products and services, or as otherwise authorised by you.

Without such information, we may not be able to provide you with an appropriate level of service. Such information may be collected by cookies and other tracking technologies. We use various technologies to collect information, and these may include sending cookies to your computer or mobile device.

Cookies are small data files stored on your hard drive or in device memory that help us improve our customer service and your experience, see which areas and features of our website are popular and count visits.

We may also collect information using web beacons (also known as “tracking pixels”). Web beacons are electronic images that may be used on our website or in emails and help deliver cookies, count visits, understand usage and campaign effectiveness and determine whether an email has been opened and acted upon.

We may use cookies or web beacons to:

- Link or combine with information we get from others to help understand your needs;
- Provide you with better service, and
- Carry out any other purpose for which the information was collected.

Most web browsers are set to accept cookies by default. If you prefer, you can set your browser to remove or reject browser cookies.

We use cookies on some (but not all) web pages to deliver personalised content or to tailor our information to the way you use the website, and/or your current context on the website.

Google Analytics, marketing and advertising

Lumachain uses all features of Google Analytics. This includes collecting specific visitor cookie data, such as the source, medium and keyword used to visit our website. Google Analytics does not store any visitor-specific data and we will not use visitor-specific data in any way related to Google Analytics, Google AdWords, and remarketing.

Employment and Employee data

Employment/Employee data includes any information about an identified or identifiable person that is collected in the context of a person's working relationship, including the application and interview process before we hire someone to work with Lumachain.

People protected include job applicants, Employees (including temporary, permanent and part-time), interns, independent contractors, retirees, and former Employees, as well as any dependents or others whose personal data has been given to Lumachain by such people.

Employment/Employee data may be collected, stored, analysed, shared and used for legitimate human resources, business, and safety/security purposes in accordance with this policy and applicable law(s).

The primary purposes for collection, storage and/or use of these employment/Employee data sets include:

- **Human Resources Management:** involves the collection, storage, analysis and sharing of data to attract, retain and motivate a highly qualified workforce. This includes, but is not limited to, recruiting, compensation planning, succession planning, reorganisation needs, performance assessment, training, Employee benefit administration, compliance with applicable legal requirements, and communication with Employees and/or their representatives.
- **Business Processes and Management:** involves processes used to run Lumachain's operations, including, but not limited to, scheduling work assignments, managing company assets, reporting and releasing any public data and populating Employee directories.
- **Safety and Security Management:** involves activities that ensure the safety and protection of Employees, assets, resources, and communities, which include, but are not limited to monitoring and surveillance of Lumachain IT systems.

Lumachain will ensure adequate protection for employment/Employee data processed.

Lumachain may transfer Employment/Employee Data to selected external third parties that have been engaged to perform certain employment-related services.

Lumachain will require external third-party suppliers to comply with this policy or to guarantee the same levels of protection as Lumachain when handling this data.

Such selected third parties will have access to this data solely for the purpose of performing the services specified in the applicable service contract.