

ATTACHMENT 1

PERSONAL INFORMATION WE COLLECT WHEN YOU USE THE SERVICES

Category of personal information	How we use it (purpose of use)	Lawful basis for the processing
<p>Contact information</p> <p>Personal information, such as your name, telephone number, and email address</p>	<p>We use this information to establish a business relationship with your Organization, address your inquiries or complaints you make (or are made about you) regarding the Services, to administer your account, to demonstrate the Services to you, to market our goods and services to you and to provide you with news and updates regarding those goods and services.</p> <p>We use your email to uniquely identify you as a user in the system and also to authenticate and authorize you during login.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, addressing inquiries and complaints regarding the Services, and for purposes of performing our contract with you or your Organization.</p> <p>We rely on your consent to process your information for marketing purposes.</p>
<p>Business information</p> <p>Your business information, such as the name and address of your Organization</p>	<p>We use this information to establish a business relationship with your organization, to administer the Services, to demonstrate the Services to you, and to market our goods and services to you.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, and for purposes of performing our contract with you or your Organization.</p> <p>We rely on your consent to process your information for marketing purposes.</p>
<p>Other profile information</p> <p>Other profile information</p>	<p>We use this information to provide and administer the Services.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, and for purposes of performing our contract with you or your Organization.</p>
<p>Information about your mobile device</p> <p>Information about your mobile device, such as IP address, browser name and version, and operating system name and version</p>	<p>We use this information to provide and administer the Services.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, and for purposes of performing our contract with you or your Organization.</p>
<p>Username and password</p> <p>The username and password you use to access your mobile device</p>	<p>We use this information to provide and administer the Services.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, and for purposes of performing our contract with you or your Organization.</p>

<p>Other information provided by third parties (including your Organization)</p> <p>Other information provided by third parties</p>	<p>We use this information to provide and administer the Services.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, and for purposes of performing our contract with you or your Organization.</p>
<p>Other information you choose to provide</p> <p>Any information you may choose to provide when you use the chat or whiteboard functionality available through the Services, as well as other content recorded through the Services, or when you interact with us by chat, email, mail or phone.</p>	<p>We cannot limit what personal information you may choose to provide, for example, in free text boxes or other interactive features made available through the Services.</p>	<p>This processing is necessary for our legitimate interests, namely administering the Services, addressing inquiries and complaints regarding the Services, and for purposes of performing our contract with you or your Organization.</p>

ATTACHMENT 2

PERSONAL INFORMATION COLLECTED AUTOMATICALLY

Category of personal information	How we use it (purpose of use)	Legal basis for the processing
<p>Information about how you access and use the Services.</p> <p>For example, the Services collect the IP address of your device and the type of browser you are using to access the Services.</p>	<p>We use this information to improve the Services and to support users in connection with any technical issues, such as the performance of the Services.</p>	<p>The processing is necessary for our legitimate interests, namely to improve the Services generally; to monitor and resolve issues; and for the detection and prevention of fraud.</p>
	<p>We use this information (like your IP address) to enhance the security of the Services (for example, so that we can potentially block malicious IP addresses).</p>	<p>The processing is necessary for our legitimate interests, namely to improve the Services generally; to monitor and resolve issues; and for the detection and prevention of fraud.</p>