

P2B Solutions' policy in respect of the use of personal data

Using the My DSO Manager Solution

Before using the My DSO Manager Solution, please read and agree to P2B Solutions' Personal Data Use Policy.

What is the policy on the use of personal data?

This policy on the use of personal data relates to the use of the My DSO Manager Solution.

The My DSO Manager Solution is a software solution dedicated to debt collection and client risk management.

The My DSO Manager Solution is owned by **P2B Solutions**

A limited liability company with share capital of €180,000, whose registered office is located at 140 Chemin de Billerey 38330 Biviers

Registered in Grenoble under registration number 811 828 987, of which the legal representative is Mr Bertrand Mazuir.

P2B Solutions' contact email address for the application of this policy is dpo@mysomanager.com

Who is this policy intended for?

This policy is intended for individual users attached to the clients of P2B Solutions (e.g. employees) authorised to use the My DSO Manager Solution.

Who is involved in the processing of personal data?

When using the My DSO Manager Solution, P2B Solutions processes, or may process, users' personal data on behalf of its customers.

P2B Solutions acts as a processor of the personal data upon instructions from its own clients.

P2B Solutions clients are professionals.

As part of the contracts entered into between P2B Solutions and its clients, P2B Solutions processes the personal data of Solution users, on behalf of and on documented instructions from its clients.

For the users of the My DSO Manager Solution, the data controllers are the clients of P2B Solutions.

What are the characteristics of the processing of personal data carried out by P2B Solutions?

The processing of personal data carried out by the company P2B Solutions is that provided for in the contracts concluded between P2B Solutions and its clients.



The legal bases for such processing are those provided for by the data controllers.

These legal bases depend on the relationship you have with this data controller. They may be:

- compliance with a legal obligation of the data controller;
- performance of the contract between you and the data controller;
- the legitimate interest of the data controller (fraud prevention, security, etc.);
- your consent;

The purpose and nature of these processing operations is:

- Data collection, recording, updating, saving and hosting;

The purposes of the processing are as follows:

- Authentication of use
- Securing the My DSO Manager Solution and, in general, providing the Solution's services (client risk management, debt collection)

The Data processed are those relating to the identification of the users of the My DSO Manager Solution (surname, first name, telephone, email address, possibly job title and employer name, identifier), IP address and logs.

The retention period for user data depends on the type of Data processed:

- IP addresses: 12 months
- logs: 3 months
- identification data: as long as the account is active. Data are then archived for P2B Solutions' client identification needs during the contractually agreed archiving period with this client

Who receives the data?

The personal data collected on the Site are reserved for the use of P2B Solutions. They may be sent to our service providers/suppliers involved in the management of the Solution (e.g. hosting provider).

P2B Solutions may disclose personal data to competent authorities in connection with operations to combat any criminally reprehensible activity.

Source of collection

P2B Solutions collects the Data either directly from the user or from the data controller.

What are the commitments made by P2B Solutions regarding the data processing carried out?

In accordance with the provisions of the French Data Protection Act and the GDPR, P2B Solutions, in its capacity as processor, undertakes to process data only on documented instructions from its clients.

Who should users contact to obtain information and assert their rights?

In accordance with the French Data Protection Act and the GDPR, each user of the My DSO Manager Solution has access, opposition, rectification, erasure, limitation and portability rights for his/her personal data.

To exercise these rights and/or obtain information, each user is invited to contact the data controller concerned directly.

If you have any questions, you can also contact the DPO (Data Protection Officer) of P2B Solutions at dpo@mydsomanager.com