

## **PRIVACY POLICY**

### Definitions

Privacy Policy is the document that defines private information policy and protection.

BBS is the company Bosnien Business Systems d.o.o. (Sarajevo, Bosnia and Herzegovina) that is the manufacturer and the owner of the intellectual property for BBS' solution(s).

USER is the company or person who subscribes to the BBS' solution(s).

BBS' solution(s) are software solutions owned by BBS and available for the USER to subscribe to.

Personal Information is any information that relates to an individual who can be identified by a name, an identification number, or by one or more specific information of that person.

### Personal Information

BBS collects USER personal information either directly by the USER or during the BBS' solution(s) subscription procedure. BBS processes personal information about the USER that is either receive directly from the USER as an individual, or from the company the USER represents. BBS will not share the USER personal information with unaffiliated third parties. BBS will not sell, distribute, or lease any USER personal information to third parties. If the USER confirms in written that BBS can use USER company information for its reference, BBS has its right to make that information public, on its website or other media. BBS can share the USER personal information as required by law authorities, court orders, or government regulations.

### Security

BBS values the privacy of the USER and observes due care in protecting personal information. BBS take security measures in a great professional manner trying to minimize misuse of and unauthorized access to any USER personal data.

### Website

If the USER access BBS' website, it is recommended to be aware that BBS' website can contain links to other websites. Once the USER visits these links and leaves BBS' website, BBS cannot be responsible for the protection and privacy of any information which you provide while visiting such websites.

### Changes to the Privacy Policy

BBS reserves the right, at its sole discretion, to change this Privacy Policy, in whole or in part, at any time. BBS recommends that the USER reviews this Privacy Policy regularly and to stay informed about current version of this document.

### BBS' Contact Information

In case of any questions about this Privacy Policy or your personal information that is collected by BBS, the USER can contact BBS, sending email request to [software@bbs.ba](mailto:software@bbs.ba)