



Company's Privacy Policy

It is the Policy of the Dara IT to Data Protection Policy.

When Dara IT receive personal data about you, we aim to ensure that you trust, we will process your personal information from unauthorized access.

Personal data is **any information relating to an identified or identifiable natural person** ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person;

The following data categories are:

- ❖ Employees
- ❖ Customers
- ❖ Job applicants

We store our employees for 6 months.

We only pass your personal information to others if permitted by law. Your personal information will not deliver to third parties without we have agreement from you.

For Employees: we protect and respect Employees Person data in the form of: name, address, E-Mail, phone/mobile number, POB, age, Nationality, gender, working start date, Bank account, course certificate, social person number.

For Customers: in order to Handle offer or Contract, we protect and respect Customers Data as, Customer register, booking document, wed service, accounting information, payment information, Credit information.

If you are unhappy with way in which your personal Data has been processed, you may contact to Data Controller:

Dara IT ApS

Grønnegade 12, 1 sal.

+45 42 22 63 93

E-mail: it@ dara.dk