

## Privacy Notice

This Privacy Notice relates to the QuoVadis Websites. A Privacy Notice for QuoVadis Digital Certificates and Signing Solutions is located [here](#).

## Who are we?

QuoVadis is an EU Qualified Trust Service Provider (TSP). A list of QuoVadis companies and their contact details are provided [here](#). All QuoVadis companies comply with the provisions of this Privacy Notice. The data controller in respect of our website is QuoVadis (Bermuda) Holding Ltd.

## Who are our Privacy Officers?

Our Data Protection Officer can be contacted on [dpo@digicert.com](mailto:dpo@digicert.com) or [privacy@quovadisglobal.com](mailto:privacy@quovadisglobal.com).

## Google Analytics

This website uses Google Analytics, a web analytics service provided by Google, Inc. ("Google") to collect information about use of this site. Google Analytics collects information such as how often users visit this site, what pages they visit when they do so, and what other sites they used prior to coming to this site. We use the information we get from Google Analytics only to improve this site. Google Analytics collects only the IP address assigned to you on the date you visit this site, rather than your name or other identifying information. We do not combine the information collected through the use of Google Analytics with any personal data. Although Google Analytics plants a permanent cookie on your web browser to identify you as a unique user the next time you visit this site, the cookie cannot be used by anyone but Google. Google's ability to use and share information collected by Google Analytics about your visits to this site is restricted by the Google Analytics Terms of Use and the Google Privacy Policy. You can prevent Google Analytics from recognizing you on return visits to this site by using the Google Analytics Opt-out Browser Add-on.

## Cookies

The only Cookies that we use relate to Google Analytics ([www.google.com](http://www.google.com) and [ssl.google-analytics.com](http://ssl.google-analytics.com)).

## Information we collect when you contact us

### "Contact Us" Forms

Each page of our website contains links to a "Contact Us" form, which enables you to send us messages and to ask us questions. The following information is captured when the contact us form is used (\* is a mandatory field).

- Salutation \*
- First Name \*
- Last Name \*
- Title

- Company \*
- Email Address \*
- Phone Number \*
- Message

Once the form is submitted, an email is automatically generated that sends the details included in the form to the relevant QuoVadis “info” email group.

Legal basis for processing: our legitimate interests (Article 6(1)(f) of the General Data Protection Regulation). Our legitimate interests in this case are responding to enquiries and messages we receive and keeping records of correspondence.

### **Certificate Revocation Request Forms**

Our website contains forms to provide a mechanism for existing Certificate Holders to request revocation of a certificate. Note that this is not the primary means by which certificates are revoked but it gives another option to Certificate Holders. The following information is captured when the SSL revocation form is used (\* is a mandatory field):

- URL of Site \*
- Name \*
- Phone Number \*
- Email Address \*
- Explanation of Problem
- The following information is captured when the End User revocation form is used (\* is a mandatory field):
- Name on Certificate \*
- Email Address on Certificate \*
- Phone Number
- Revocation Pass Phrase
- Issuing Enterprise
- Issuer Authorising Person
- Issuer Authorising Person Phone
- Reason For Revocation \*

The legal basis for processing in this instance is that processing is necessary for the performance of a contract or to take steps to enter into a contract. The QuoVadis Privacy Notice Highlights – Digital Certificates and Signing Solutions located [here](#) is also relevant.

### **Certificate Signing Request Submission**

This form is used to submit Certificate Signing Requests (CSR) to us. Note that this is not the primary method by which CSRs are submitted but it provides another means. The following information is captured when this form is used (\* is a mandatory field).

- Certificate Requester Name \*

- Company \*
- Email Address \*
- Phone Number \*
- Server Type \*
- Certificate Type \*
- Billing Code (Optional)
- Certificate Request (CSR) \*

The legal basis for processing in this instance is that processing is necessary for the performance of a contract or to take steps to enter into a contract. The QuoVadis Privacy Notice Highlights – Digital Certificates and Signing Solutions located [here](#) is also relevant.

## Who is collecting it?

We collect data directly from you via the forms located on our website.

## How will it be used?

We use your personal data only to respond to the message that you have sent us.

## Who will it be shared with?

We do not share your personal data submitted via the website with anyone outside of the QuoVadis Group.

## How is your data protected?

We use a combination of technical, administrative, organizational and physical safeguards to protect your personal data. Access to your personal data is restricted to those who are necessary for the delivery of the services. These safeguards are tested as part of our annual audits and accreditations. For further details, please see details of our accreditations.

## Retention Periods

We retain all personal data only for so long as necessary to comply with our legal obligations. Personal data submitted to us via the website forms is not stored in the website database.

## Your Rights

We comply with all relevant Data Protection/ Privacy legislation. These provide a number of rights with regard to your personal data.

You have the right to request from us access to and rectification or erasure of your personal data, the right to restrict processing, object to processing as well as in certain circumstances the right to data portability.

If you have provided consent for the processing of your data you have the right (in certain circumstances) to withdraw that consent at any time, which will not affect the lawfulness of the processing before your consent was withdrawn.

You have the right to lodge a complaint with the appropriate Data Protection Authority if you believe that we have not complied with our legal obligations. For further information see [here](#).

Please email [privacy@quovadisglobal.com](mailto:privacy@quovadisglobal.com) to make a request under these provisions. In order to help us deal with such request please provide details of the product/service that the request relates to, the relevant QuoVadis office/ contact person and any other details (such as customer number etc). Please note that we will perform steps to verify your identity before providing any information.

## **Automated Decision Making and Profiling**

We do not use automated decisions in the processing of personal of data.

## **This Privacy Notice**

The Privacy Notice was last updated on March 4, 2019.

## **Contact**

If you have questions regarding this Privacy Notice, please contact us via email at [dpo@digicert.com](mailto:dpo@digicert.com) or [privacy@quovadisglobal.com](mailto:privacy@quovadisglobal.com).