

Privacy Policy

1. INTRODUCTION

When visiting the website www.ubani.center, you are obliged to read our Privacy Policy. We may update our Privacy Policy in the future to make some changes/additions.

This Privacy Policy outlines how **Ubani - Tbilisi Cityscape Research Center** (hereinafter "we," "our," or "us") collects, uses, discloses, and protects your personal information when you visit our website, [www.ubani.center] (hereinafter "the Website").

2. PURPOSE

- 2.1. We're the Ubani - Tbilisi Cityscape Research Center, a non-profit organization focused on highlighting the value of Tbilisi's urban environment.
- 2.2. We are dedicated to the promotion and preservation of Tbilisi's urban landscape and architecture.
- 2.3. Visitor/Customer who voluntarily provides personal data to Ubani Tbilisi Cityscape Research Center and/or subscribes to [www.ubani.center] automatically authorizes [www.ubani.center] to use it for storing and processing purposes.
- 2.4. This Privacy Policy defines the manner of processing customer's/visitor's personal data, purpose and terms of its use and storing. Based on the "Law of Georgia On Personal Data Protection", the goal of [www.ubani.center] is to protect the customer's/visitor's personal data.

3. DEFINITION OF TERMS

- 3.1. Personal Data - any information relating to an identified or identifiable individual (personal information and non-personal information).
- 3.2. Data Processing - any manipulation of data using automatic, semi-automatic or non-automatic means.
- 3.3. Data Subject (hereinafter "the user") - any individual whose data is processed.
- 3.4. Digital services - Our website, including activities run through our website, such as surveys, research studies, and subscribing for newsletters.
- 3.5. User Consent - user's expressed consent to read this document and process his/her personal data.
- 3.6. Third party - any natural or legal person, public institution.

4. INFORMATION WE COLLECT

- 4.1. Personal Information: We may collect personal information such as your name, email address, and any other information you provide when you voluntarily browse our

website, such as , when you subscribe to our newsletter, register for events, or make a donation (if applicable).

4.2. Non-Personal Information: We may collect non-personal information, including but not limited to your IP address, browser type, and operating system. This data is automatically collected through cookies and similar tracking technologies.

4.3. Taking into account all of the above , information we may collect from you are following:

- Registration, account, and sign-up Information, including information about you when you register or sign up with your social media account;
- Information about your use of or subscription to our newsletter, including information about whether you opened an email we sent you, how you interact (including any account you use) with a Digital Service, content you viewed or posted, advertisements you have interacted with (if applicable), your preferences and interest in and use of various features, programs, services and content available in a Digital Service. This may include demographic information, including at the individual or household level;
- Information you provide when participating in consumer surveys (if applicable) and research studies (if applicable);
- Information about your engagement with social media, including your interactions with our social media sites, services, plug-ins, and applications (“Social Media Sites”). This may include posts, your 'likes' and other user-generated content you provide, as well as information about you such as your name, user ID, profile photo, birthday, and, if you allow us , lists of friends and people you follow. For information on how to customize your privacy settings on Social Media Sites;
- Information about your location, including that derived from device information (such as an IP address or country code), your device's interactions with our Digital Services, or, with your consent, Information about your device's precise location (such as geolocation via mobile devices).
- Technical/usage Information from your device, including the device type, browser, unique device identifier, operating system, internet provider, mobile device identifier and/or mobile advertising identifier, connected device identifier (including that of a connected television), IP address, network attributes, and other device or browser attributes and settings.
- Information about your customer inquiries, such as when you contact us through one of our customer help desks, email addresses or customer service chat boxes.

5. USE OF INFORMATION

We may use Information for the purposes described in this Privacy Policy, or as otherwise disclosed at the time of collection. Below, we provide our various purposes, any processing activities that we believe require further explanation and, where necessary, the ‘lawful basis’ on which we rely to process your Information.

We use the collected information for the following purposes:

We use the information we collect for the following purposes:

5.1. To provide information about the cityscape and architecture of Tbilisi.

5.2. To respond to your inquiries or requests.

- 5.3.To send updates, newsletters, and invitations to events related to our mission with your consent.
- 5.4.To improve and customize the Website.
- 5.5.To improve the services offered by Website.
- 5.6.To comply with legal obligations.

6. BASICS FOR DATA PROCESSING

- 6.1.[www.ubani.center] will process the user's personal data if:
 - 6.1.1. There is the user's consent.
 - 6.1.2. Data processing is required for [www.ubani.center] to fulfill its obligations under the law.
 - 6.1.3. Data processing is necessary to provide service to the user.

7. PURPOSE OF PROCESSING THE USER'S PERSONAL DATA

We may process your Information/personal data for the following reasons:

- 7.1.1. Improvement of the service quality provided by [www.ubani.center];
- 7.1.2. Dialing with user's claims;
- 7.1.3. Proper fulfillment of legal obligations of [www.ubani.center];
- 7.1.4. Monitoring user's activities on the website;
- 7.1.5. Feedback with the users (if required);
- 7.1.6. Prevention of improper use of [www.ubani.center] system;
- 7.1.7. Test various innovations introduced by [www.ubani.center];
- 7.1.8. Notifying users about updated data on the [www.ubani.center] website;
- 7.1.9. Prevention of crimes stipulated by the Criminal Code of Georgia;
- 7.1.10. Delivering information to relevant and competent state bodies;
- 7.1.11. Protection of legal interests;
- 7.1.12. Other legitimate purposes granted to [www.ubani.center] by the Law of Georgia on Personal Data Protection.

8. CONSENT

- 8.1.Using the [www.ubani.center] website is considered as the user's consent to the Privacy Policy. Thus, the user grants [www.ubani.center] the right to process, store and use the personal information provided by him/her (the user).
- 8.2.The mentioned information will be used by [www.ubani.center] for the purpose of providing the service, taking into account this Privacy Policy and the applicable law.

9. DISCLOSURE OF INFORMATION

We may share your information with:

- 9.1. Third party service providers to enable them to provide their services to us.
- 9.2. Law enforcement agencies or other government organizations when required by law.
- 9.3. Our affiliates, in which case the use of your information will be subject to this Privacy Policy.

10. COOKIES AND TRACKING TECHNOLOGIES

We use cookies and similar tracking technologies to collect and track information about your online activities on the Website. You can control your cookie preferences through your browser settings.

[www.ubani.center] uses the standard log files procedure. Log files and Cookies are used to store information about user behavior and improve service quality. The following data is generated and collected by log files and Cookies:

- IP address
- Device type
- Browser
- Time, date and duration of website visit
- From which platform the user was redirected to the [www.ubani.center] website.

This information does not identify any specific user and represents analytical data.

11. YOUR RIGHTS

You have the following rights:

- 11.1. To access the personal data, we hold about you.
- 11.2. Request from [www.ubani.center] following information about data processing:
 - 11.2.1. What type of user data is processed by [www.ubani.center];
 - 11.2.2. The purpose of the processing of personal data;
 - 11.2.3. Information on how personal data is collected;
 - 11.2.4. To whom the user data is transferred, legal basis and purpose of the data transfer;
- 11.3. Correction of inaccurate information.
- 11.4. To delete your personal data.
- 11.5. Object to the processing of your data.

12. SECURITY

It is important for [www.ubani.center] to protect the personal data provided by the user. The user's profile is accessible only through the user's name and password generated by him/her. [www.ubani.center] recommends not to share this information to third parties. Otherwise [www.ubani.center] disclaims any responsibility.

We take reasonable measures to protect your personal information, however, take no responsibility for actions of unauthorized third parties who may illegally access our servers.

It is important for [www.ubani.centre] to protect the personal data provided by the user. The user's profile is accessible only through his name and the password he has created. [www.ubani.centre] recommends not to disclose this information to third parties. Otherwise, [www.ubani.centre] declines any responsibility. We take reasonable measures to protect your personal data, but we do not take responsibility for actions of unauthorized persons.

13. CHANGES TO THIS PRIVACY POLICY

We may update this Privacy Policy from time to time, and the updated version will be posted on the Website. If you continue to use the Website after any change, you agree to be bound by the revised Privacy Policy.

14. CONTACT INFORMATION

If you have any questions or concerns about this Privacy Policy or our mission, please contact us at [info@ubani.center].