

Website Services Privacy Statement

This Privacy Statement is effective as of December 1st, 2022.

At “CRANIUM INTEGRATED SOLUTIONS LIMITED” we value the protection of your personal information and are committed to processing it responsibly and in compliance with applicable data protection laws and regulations in all countries in which “CRANIUM INTEGRATED SOLUTIONS LIMITED” operates.

This Privacy Statement describes CRANIUM INTEGRATED SOLUTIONS LIMITED general privacy practices that apply to personal information we collect, use, and share about consumers and other individuals within our clients, business partners, supplier, and other organizations with which CRANIUM INTEGRATED SOLUTIONS LIMITED has or propose a business relationship.

This Privacy Statement is addition by the” CRANIUM INTEGRATED SOLUTIONS LIMITED” which provides more information in the online context, including recruitment. We may provide additional or more specific information on the collection or use of personal information on websites or related to a specific product or service.

Why and how we collect and use your personal information.

We may collect your personal information as an individual for various purposes, such as the following:

Access and use of websites or other online services

When entering one of our websites, or using an online service, we will record information necessary to provide you with access, for the operation of the website and for us to comply with security and legal requirements in relation to operating our site, such as passwords, IP address and browser settings. We also collect information about your activities during your visit to personalize your website experience, such as recording your preferences and settings, and to collect statistics to help us improve and further develop our websites, products, and services.

Responding to your request for information, order, or support

When you contact us (online or offline) in connection with a request for information, to order a product or service, to provide you with support, or to participate in a forum or other social computing tool, we collect information necessary to fulfill your request, to grant you access to the product or service, to provide you with support and to be able to contact you. For instance, we collect your name and contact information, details about your request and your agreement with us and the fulfillment, delivery and invoicing of your order and we may include client satisfaction survey information. We retain such information for administrative purposes, defending our rights, and in connection with our relationship with you.

When you provide your name and contact information to register in connection with such a request, the registration may serve to identify you when you visit our websites. For ordering of most services and products we require you to have registered with “CRANIUM INTEGRATED SOLUTIONS LIMITED”.

Registration may also allow you to customize and control your privacy settings.

Your use of our Cloud services

We collect information about your use of “CRANIUM INTEGRATED SOLUTIONS LIMITED” Cloud services to enable product features to operate, improve your user experience, tailor our interactions with you, inform our clients on the overall use of the services, provide support, and improve and develop our products and services. For details regarding the technologies we employ, the personal information we

collect, as well as how to control or block tracking or to delete cookies, please refer to the "CRANIUM INTEGRATED SOLUTIONS LIMITED" Online Privacy Statement.

Contacting employees of our clients, prospects, partners, and suppliers

In our relationship with clients or prospects, partners, and suppliers, they also provide us with business contact information (such as name, business contact details, position or title of their employees, contractors, advisors, and authorized users) for purposes such as contract management, fulfillment, delivery of products and services, provision of support, invoicing and management of the services or the relationship.

Visitor information

We register individuals visiting our sites and locations (name, identification, and business contact information) and use camera supervision for reasons of security and safety of persons and belongings, as well as for regulatory purposes.

Marketing

Most information we collect about you comes from our direct interactions with you. When you register for an event, we may collect information (online or offline) in relation to the event organization, and during an event, such as participation in sessions and survey results. We combine the personal information we collect to develop aggregate analysis and business intelligence for conducting our business and for marketing purposes.

You can choose to receive information by email, telephone or postal mail about our products and services, or sign-up for subscriptions. When visiting our websites or using our services we may provide you with personalized information. You can always opt-out from receiving personalized communication by sending an e-mail to info@cranium.com.ng

Where we reference that we use your personal information in connection with a request, order, transaction, or agreement (or preparing for the same), or to provide you with services that you requested (such as a website), we do this because it is necessary for the performance of an agreement with you.

Where we reference that we use your personal information in relation to marketing, improvement or development of our products or services, for reasons of safety and security, or regulatory requirements other than in connection with your agreement or request, we do this based on our or a third party's legitimate interests, or with your consent. When we collect and use your personal information subject to the Nigeria Data Protection Regulation or EU Privacy Legislation this may have consequences for Your Rights.

Sharing of Personal Information

As a global organization offering a wide range of products and services, with business processes, management structures and technical systems that cross borders, "CRANIUM INTEGRATED SOLUTIONS LIMITED" has implemented global policies, along with standards and procedures, for consistent protection of personal information.

As a global company, we may share information about you with our subsidiaries world-wide and transfer it to countries in the world where we do business in accordance with this Privacy Statement.

Between “CRANIUM INTEGRATED SOLUTIONS LIMITED” controlled subsidiaries we only grant access to personal information on a need-to-know basis, necessary for the purposes for which such access is granted. In some cases, “CRANIUM INTEGRATED SOLUTIONS LIMITED” uses suppliers located in various countries to collect, use, analyze, and otherwise process personal information on its behalf.

Where appropriate, “CRANIUM INTEGRATED SOLUTIONS LIMITED” may also share your personal information with selected partners to help us provide you, or the company you work for, products or services, or to fulfill your requests, or with your consent. When selecting our suppliers and partners, we consider their data handling processes.

If “CRANIUM INTEGRATED SOLUTIONS LIMITED” decides to sell, buy, merge, or otherwise reorganize businesses in some countries, such a transaction may involve the disclosure of personal information to prospective or actual purchasers, or the receipt of such information from sellers. It is “CRANIUM INTEGRATED SOLUTIONS LIMITED”’s practice to require appropriate protection for personal information in these types of transactions.

Please be aware that in certain circumstances, personal information may be subject to disclosure to government agencies pursuant to judicial proceeding, court order, or legal process. We may also share your personal information to protect the rights or property of “CRANIUM INTEGRATED SOLUTIONS LIMITED”, our business partners, suppliers or clients, and others when we have reasonable grounds to believe that such rights or property have been or could be affected.

International Transfers

The international footprint of “CRANIUM INTEGRATED SOLUTIONS LIMITED” involves many transfers of personal information between different subsidiaries, as well as to third parties located in the countries where we do business. Some countries have implemented transfer restrictions for personal information, in connection with which “CRANIUM INTEGRATED SOLUTIONS LIMITED” takes various measures, including:

Where required, “CRANIUM INTEGRATED SOLUTIONS LIMITED” implements Standard Contractual Clauses approved by the EU Commission, or similar contractual clauses in other jurisdictions. This includes transfers to suppliers or other third parties.

Information Security and Accuracy

We intend to protect your personal information and to maintain its accuracy. “CRANIUM INTEGRATED SOLUTIONS LIMITED” implements reasonable physical, administrative, and technical safeguards to help us protect your personal information from unauthorized access, use and disclosure. For example, we encrypt certain sensitive personal information such as credit card information when we transmit such information over the Internet. We also require that our suppliers protect such information from unauthorized access, use and disclosure.

Retention Period

We will not retain personal information longer than necessary to fulfill the purposes for which it is processed, including the security of our processing complying with legal and regulatory obligations (e.g., audit, accounting, and statutory retention terms), handling disputes, and for the establishment, exercise, or defense of legal claims in the countries where we do business.

Because the circumstances may vary depending on the context and the services, the information provided in Online Privacy Statement or provided in a specific notice may provide more detailed information on applicable retention terms.

How to contact us

If you have a question related to this Privacy Statement, please contact us. Your message will be forwarded to the appropriate member of “CRANIUM INTEGRATED SOLUTIONS LIMITED”’s Data Privacy Team, such as Data Protection Officers or members of their teams.

For the purposes of the EU General Data Protection Regulation (GDPR), the controller of your personal information is “CRANIUM INTEGRATED SOLUTIONS LIMITED”, E 222, Ogba Multipurpose Ogba, Ikeja, Lagos, Nigeria.

Your Rights

You can request to access, update, or correct your personal information. You also have the right to object to direct marketing. You can access the request process [here](#).

You may have additional rights pursuant to your local law applicable to the processing.

For example, if the processing of your personal information is subject to Nigeria Data Protection Regulation (NDPR) or the EU General Data Protection Regulation (“GDPR”), and your personal information is processed based on legitimate interests, you have the right to object to the processing on grounds relating to your specific situation. Under GDPR you may also have the right to request to have your personal information deleted or restricted and ask for portability of your personal information.

Right to Lodge a Complaint

In the event you consider our processing of your personal information not to be compliant with the applicable data protection laws, you can lodge a complaint:

Changes to our Privacy Statements

From time to time, we may update this Privacy Statement, as well as any other specific privacy statement. When making changes to this Privacy Statement, we will add a new date at the top of this Privacy Statement.

INFORMATION ABOUT OUR USE OF COOKIES AND IP ADDRESSES

We may collect information about your mobile phone, computer, or other device from which you access the Website including where available [your IP address, operating system, and browser type], for systems administration [and to report aggregate information to third parties’ affiliates]. This is statistical data about our users’ browsing actions and patterns and does not identify any individual. We may, however, use such information in conjunction with the data we have about you to track your usage of our services.

Our Website uses cookies to distinguish you from other users of our Website. This helps us to provide you with a good experience when you browse our Website and allows us to improve the Website. By using our Website, you agree to our use of cookies as more specifically set out below.

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer’s hard drive.

The cookies we use include:

“**Analytical**” cookies. They allow us to recognize and count the number of visitors and to see how visitors move around the Website when they are using it. This helps us to improve the way our Website works, for example, by ensuring that users are finding what they are looking for easily.

“Strictly necessary” cookies. These are cookies that are required for the operation of our Website. They include, for example, cookies that enable you to log into secure areas of our Website, use a shopping cart or make use of e-billing services.

“Functionality” cookies. These are used to recognize you when you return to our Website. This enables us to personalize our content for you, greet you by name and remember your preferences (for example, your choice of language or region).

“Targeting” cookies. These cookies record your visit to our Website, the pages you have visited and the links you have followed to our affiliate’s websites. We will use this information to make our Website, offers e-mailed to you and the advertising displayed on it more relevant to your interests. We may also share this information with third parties for this purpose.

Please note that third parties’ affiliates may also use cookies, over which we have no control. You may block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of the Website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies as soon as you visit our Website.