User Privacy agreement

Orderplusplus attaches great importance to your privacy and your trust in us. This privacy policy describes how we collect, use and disclose your personal information.

1. About this privacy policy

This privacy policy applies to your activities of accessing or using our websites, applications and other services, including activities that reference or link to this privacy policy (each activity is called a "service").

Other privacy statements, terms or notices we provide to you may supplement this privacy policy. Orderplusplus owns or manages the "service" described in this article, which is the main controller of your personal information provided to, collected by or for the "service".

In the registration process of our products and services and other registration forms, we will indicate the type of personal information you must provide and the type of personal information we request to provide. You can choose not to submit the information we requested, but that may restrict or prevent Orderplusplus from providing services to you.

2. Information we collect

We collect information related to you through the following three ways: directly through your input, from third-party sources, and with the help of automated technology.

2.1 Data you provide us

The type of personal information we collect directly from you depends on the way you interact with us and the Service. This information may include:

- Contact information, such as your name, email address, postal address, social media alias and phone number;
- Account login credentials, such as user name and password, password prompt and similar security information;
- Other account registration and personal information, such as professional title,
educational/professional background and qualifications, and photos;
- Payment information, such as credit card or debit card number;
- Comments, feedback and other information you provide to us, such as search query data and questions, or information you send to customer support;
- And/or interests and communication preferences, including preferred languages.

2.2 Data from your organization

We may obtain personal information related to you from the organization to which you are employed or affiliated in order to activate and manage your access and use rights to the organization's "service" subscription. This information includes:
- Contact information, such as your name and organization e-mail address, postal address and telephone number;
- Other account registration information, such as professional title;
- And/or organization user ID.

2.3 Data from other sources

We may also obtain your contact information and other information related to you from our branches and other third parties, including:
- The social network you use when you grant permission to the Service to access your data on one or more social networks;
- A service provider that can help us determine the location to launch certain products targeted at your location;
- Enterprises with which we cooperate to provide joint services or participate in joint marketing activities;
- And/or publicly available sources and data providers through which we obtain data to verify or supplement existing information.

2.4 Data generated when using the Service, including cookies

The Service may automatically collect information about how you and your device interact with the Service, including:
- Computer, device and connection information, such as IP address, browser type and version, operating system and other software installed on your device, unique identifier of mobile platform and device, and other technical identifiers, error reports and performance data;
• Your usage data, such as the functions you use, the settings you select, your URL click stream data, including the date and time stamps of reference pages and exit pages, the search terms you use, and the pages you access or search on the "Service";
• For location aware "service", it refers to the region, city or town where your device is located, so as to provide you with content more relevant to your location.

We collect this data through our servers and using cookies and other technologies. Cookies are small text files placed on your hard disk by the Web server in the domain that can be read by the server. We may use cookies and other technologies to store your preferences and settings, help you log in, provide targeted advertising, and analyze site operations. You can control cookies through browser settings and other tools.

3. How we use your information

According to the way you interact with us and the Service, we will use your personal information for:

• Provide, activate and manage your access and use rights to the "Service";
• Processing and satisfying requests, orders, downloads, subscriptions or other transactions;
• Provide technical, product and other support to help maintain the normal operation, security and stability of the Service;
• Enhance and improve the Services and our other products, activities and services, and develop new products, services and benefits;
• Provide you with customized content and other personalized settings to make the "service" more suitable for your interests and location;
• Respond to your requests, queries, comments and concerns;
• Inform you of changes, updates and other announcements related to the Service and our other products and services;
• Convey targeted advertising, promotional messages, notices and other information related to the Service and your interests;
• Provide you with promotional information and other information related to our products, activities and services, our branches and third parties (such as sponsors);
• You are invited to participate in user tests and surveys, as well as lotteries, sweepstakes, competitions and similar promotional activities.

Determine the usage trend and conduct data analysis for the purpose of research, audit,
report and other business operations, including determining the effectiveness of our promotional activities and evaluating our business performance, or otherwise in accordance with the content of the customer agreement; And/or fulfill our legal obligations, resolve disputes and enforce our agreements.

If you are the administrator of an organization that has subscribed to the Service, we will use your contact information to communicate information about your organization's subscription and related services. If you provide us with the contact information of your colleagues, we may contact them individually to convey information about the "service", and you may be mentioned in this process.

4. Share your information

4.1 Your organization

If you access the Service through subscriptions managed by your organization, your personal information and some usage data collected through the Service may be accessed or shared by administrators authorized by your organization, so that they can be used for usage analysis, subscription management and compliance, training course progress, performance and remediation, cost attribution, department budgeting and other purposes.

4.2 Application Licensor

If you access the third party application on the Service through a license agreement with the licensor of the third party application, the personal information related to the third party application may be shared with the licensor so that it can provide you with access to the application according to the terms of the license agreement and privacy policy. 4.3 Our group companies and "service" providers will share information with the following parties according to the "services" provided.

4.3 Our Group Companies and "Service" Providers

Based on the Services provided, we will share information with the following parties:

- Branches, businesses and departments of orderplusplus worldwide, as well as providing technology, customer service and other shared services
- And/or our service providers, suppliers, agents and representative organizations, including but not limited to payment processors, customer support departments, e-
mail service providers, event venues and service providers, IT service providers, marketing service providers, research providers, postal companies and freight forwarders;

- The purpose of sharing is to process the necessary information so as to provide "services", complete transactions, meet your requests or do other things on our behalf in accordance with our instructions and the provisions of this privacy policy and any other applicable confidentiality and security measures.

### 4.4 Your choice

We may share your personal information with our branches and sponsors, joint venture entities and other third parties (including the entities for which we act as agents, licensees, application hosting parties or publishers), so that they can send you information about products and services that you may be interested in. The specific information needs to be determined by your choice of managing your communication preferences and other settings.

Services may allow you to post and share personal information, comments, materials, and other content. Any such information you publicly disclose may be collected and used by others. Be careful when disclosing personal information in such public areas.

### 4.5 For legal reasons

We will also disclose your personal information when we think it is necessary to achieve the following reasonable purposes:

- Comply with any applicable laws, regulations, legal procedures or other legal obligations;
- Detect, investigate and help prevent security, fraud or technical problems;
- And/or protect the rights, property or security of OrderPlusPlus, our users, employees or others; And the completion of corporate affairs, such as asset transfer, acquisition by other companies or merger with other companies.

### 5. Basis for processing information

When we collect or otherwise process any personal information within the framework of applicable data protection laws, our purpose is to:

- Provide "services", complete transactions, perform contracts with you, or perform operations at your request before signing contracts;
• Comply with applicable laws or other legal obligations;
• Perform tasks that are in the public interest;
• Enable our customers to comply with their legal obligations;
• Implement the operation with your consent (if applicable);
• And/or enable our customers to comply with their legal obligations;
• Operate our business, protect the security of our systems, customers and users,
  detect or prevent fraud, or safeguard other legitimate interests as described in
  Section 2-4 above (except for interests denied by your privacy right).

When we rely on your consent to process personal information, you have the right to
withdraw your consent at any time, and you have the right to object to our processing
of personal information when we use legitimate interests.

6. Data Retention

We will retain your personal information for the time required to provide the "service",
complete the transaction you requested or for other necessary purposes, including
complying with legal obligations, maintaining business and financial records, resolving
disputes, maintaining security, detecting and preventing fraud and abuse, and
enforcing the agreement. If you access the Service through a subscription managed or
sponsored by your organization, we will keep your organization contact information
after your organization terminates the subscription, so that we can continue to
communicate with you.

7. Location of information processing

We may store and process your personal information in your region or other countries
where OrderPlusPlus and its branches and service providers maintain servers and
facilities, including Australia, Chinese Mainland, France, Germany, Hong Kong, India,
Ireland, Mauritius, the Netherlands, the Philippines, Singapore, the United Kingdom and
the United States. We will take various measures, including contracts, to ensure that
information stored anywhere can be continuously protected in accordance with the
protection standards required by applicable laws.
8. Data security

We will implement various technical and organizational measures to ensure that the security level corresponding to the personal information risks we handle is reached. These measures are designed to ensure the integrity, confidentiality and availability of personal information.

9. Children's privacy

We will not intentionally collect information on children under 14 years of age, nor will we take children under 14 years of age as the target of "services".

10. Your Communication Preferences

When you register the Service, you can customize and manage your communication preferences and other settings by updating your account functions and preferences, using "opt out" mechanisms such as "unsubscribe" or other means provided in the communication content you receive, or contacting us directly. We reserve the right to inform you of changes or updates to the Service when necessary.

11. Access and update your information

11.1 Your Account

The Service may allow registered users to directly access and review their account information at any time, and make corrections or updates after logging in. The user is responsible for ensuring that such information is up to date. Registered users can also close their accounts directly through the Service or by contacting Customer Support for the Service.

11.2 Your rights

You have the right to request, free of charge, in accordance with applicable privacy and data protection laws:

- Access your personal information;
- Correct or clear your personal information;
- Restrict or oppose our processing of your personal information;
- Migrate your personal information.
If you wish to exercise these rights, please email your request to user@orderplusplus.com.

We will respond to your request in accordance with applicable laws. To protect your privacy and security, we may require you to verify your identity.

12. Changes

We will update this privacy policy from time to time. We will post any changes and updated revision dates on this page. Once we have made any significant changes, we will give notice through "service" or other means.

13. Contact information

If you have any questions, comments, dissatisfaction or requests about this privacy policy or our handling of your information, please send an email to user@orderplusplus.com.

You can also file a complaint with the data protection agency in the applicable jurisdiction.

14. Supplementary Notice

14.1 Author/Contributor

When we sign a contract with you so that you can create content for any of our services (such as writing books, legal analysis content, review articles, guiding content or legal advice disseminated to our subscribers), we will process some of your relevant personal information. Such information includes:

- Name, organization and contact information;
- Work experience, position, scope of practice, affiliation and professional knowledge in the field;
- The professional resume or personal data (including your video, photo or voice) produced by you or approved by you may be published in our services and provided to our subscribers together with any content you have produced for OrderPlusPlus;
- Financial information, used to pay for your work;
- Editorial and commentator articles and feedback in peer review;
- And management information, such as updates to authors’ work progress.

The purpose of handling the above information is to facilitate the release of works, as
well as the implementation, management and performance of the contract we signed with you.

You can choose not to allow orderplusplus to contact you to create content for us by contacting us through the communication channel provided to you by our content development team, or through the contact information provided in this policy. Please refer to the main part of this privacy policy to learn more about your rights, information retention, information processing location, and contact information for questions about privacy and data protection.

14.2 California Privacy

If you are a California resident, please refer to our California Consumer Privacy Act Notice.

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