

Privacy Policy

Effective Date: February 9th, 2022

RapidCompute (a division of Cybernet) uses the www.hrms.cyber.net.pk web application to execute its Human Resource (HR) business processes.

This page informs the user about RapidCompute's policies regarding the collection, use, and disclosure of user's Personal Data and associated data customizations performed while using this web application.

By browsing our site, you consent to the collection and use of information in accordance with our privacy policy.

Terminologies

Service

Service here refers to the **"www.hrms.cyber.net.pk"** web application used by RapidCompute.

Personal Data

Personal Data refers to information about an identified or identifiable natural person.

Usage Data

Usage Data refers to data that is automatically being collected or manually entered by the user and generated either by the use of the Service or from the Service infrastructure itself (for example, the duration of a page visit).

Cookies

Cookies refer to bits and pieces of messages generated by a website and stored on a user's device (computer or mobile device).

GDPR

GDPR refers to General Data Protection Regulation. It is a European Union (EU) legal rules set for the collection and processing of Personal Data of individuals within EU and European Economic Area (EEA). It strengthens Personal Data privacy and protection rights of EU individuals.

Data Controller

Data Controller means any person (natural or legal), company or a body that (either alone or jointly or in common with other persons) determines the purposes for which and the manner in which any Personal Data are/are going to be processed. For the purpose of this Privacy Policy, RapidCompute shall be the Data Controller of the user's data.

Data Processors (or Service Providers)

Data Processor (or Service Provider) means any natural or legal person who processes the data on behalf of the Data Controller who in turn follows carries out the activity to hold and process the data. RapidCompute may use the services of various Service Providers in order to process user data more effectively.

Data Subject

Data Subject is any individual whose Personal Data is being gathered, held or processed.

User

The User refers to the individual using our Service. The User corresponds to the Data Subject, who is the subject of Personal Data.

Applicable Data Protection Law

Applicable Data Protection Law refers to any Data Protection Law including GDPR and Pakistani Law that is applicable to the Data Processor, the Data Controller and the Data Subjects and which may vary from time to time.

What Types of Data does RapidCompute Collect?

RapidCompute collects a variety of information to facilitate its HR business processes that includes:

Personal Data

RapidCompute may ask the user to provide certain Personal Data for user identification or contacting purposes. This Personal Data may include, but is not limited to:

- Email address
- Username and Password
- Cookies and Usage Data

The Usage Data collected by RapidCompute include information on how the Service is accessed and used. This Usage Data may include information such as the user's computer Internet Protocol address (IP address), browser type, browser version, the pages of our Service that you visit, the time and date of your visit, the time spent on those pages, unique device identifiers and other diagnostic data.

Data Collected via Tracking & Cookies

RapidCompute uses cookies and similar tracking technologies to track the activity on its Service and hold certain information. Cookies are bits and pieces of messages with a small amount of data which may include an anonymous unique identifier. Cookies are sent to the user's web browser from a website and stored on their device. Other tracking technologies are also used such as beacons, tags and scripts to collect and track information and to improve and analyze our Service.

User can instruct the browser to refuse all cookies or to indicate when a cookie is being sent. However, if a user does not accept cookies, it might interrupt the usage of some portions of the services. RapidCompute shall use *Session Cookies* to execute its Service. RapidCompute may also use *Persistent Cookies* to remember user preferences and various settings.

Why does RapidCompute collect Data?

RapidCompute collects data for various purposes that include:

- To perform background screening & verification
- To perform annual performance evaluation
- To provide and maintain the Service
- To notify you about changes to our Service
- To allow you to participate in interactive features of our Service when you choose to do so
- To provide user support
- To provide analysis or valuable information so that we can improve the Service
- To detect, prevent and address technical issues
- To detect, prevent or investigate possible wrongdoing in connection with the Service
- To perform Incident Investigation & Forensics

How does RapidCompute Transfer Data?

Users' information, including Personal Data, may be transferred to - and maintained on - computers located outside of their state, province, country or other governmental jurisdiction where the data protection laws may differ than those from their jurisdiction.

If user is located outside Pakistan and chooses to provide information to RapidCompute, their data, including Personal Data, shall be transferred to Pakistan in order to be processed.

Users' consent to this Privacy Policy followed by a submission of such information demonstrates their agreement to the transfer of that information from RapidCompute's end.

RapidCompute shall take reasonable steps that are mandatory to ensure user data is treated securely in accordance with this Privacy Policy. No Personal Data shall be transferred unless there are adequate controls in place including the security of user data and other personal information.

Does RapidCompute disclose Data?

RapidCompute may disclose user's Personal Data in the good faith belief that such action is necessary in order:

- To comply with a legal obligation
- To comply with the requirements of the Supervisory Authority as applicable under the Applicable Data Protection Law

- To comply with the requirements of any governmental body as applicable under the Applicable Data Protection Law
- To comply with any circumstances that may arise as a result of litigation
- To protect and defend the rights or property of RapidCompute
- To prevent or investigate possible wrongdoing in connection with the Service
- To protect the personal safety of users of the Service or the public
- To protect against legal liability

How does RapidCompute ensure Data Security?

The security of your data is important to us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Data, we cannot guarantee its absolute security.

Legal Basis for Processing of Personal Data

RapidCompute's legal basis for collecting and using the Personal Data described in this Privacy Policy depends on the provisions of the Applicable Data Protection Law, the Personal Data we collect and the specific context in which we collect it.

RapidCompute may process your Personal Data because:

- We need to execute a contract with you
- You have given us permission to do so
- The processing is in our legitimate interests and it's not overridden by your rights
- We need to comply with the Applicable Law

User Data Protection Rights

RapidCompute aims to take reasonable steps to facilitate the exercise of the rights of its data subject(s) as granted by the Applicable Data Protection Law. Without any prejudice to your rights under the Applicable Data Protection Law, RapidCompute facilitates the exercise of your rights to access, correct and/or erase the Personal Data pertaining to you. Furthermore, if GDPR applies to you, you have the following data protection rights:

- **The right to access, update or to delete:** You have the right to access, update or delete the information we have about you.
- **The right of rectification:** You have the right to have your information rectified if that information is inaccurate or incomplete.
- **The right to object:** You have the right to object to our processing of your Personal Data.
- **The right of restriction:** You have the right to request that we restrict the processing of your personal information.
- **The right to data portability:** You have the right to be provided with a copy of your Personal Data in a structured, machine-readable and commonly used format.
- **The right to withdraw consent:** You also have the right to withdraw your consent at any time where RapidCompute relied on your consent to process your personal information.

If you wish to exercise any of the above-mentioned rights (as applicable to you), please contact RapidCompute's Data Protection Officer at dpoffice@rapidcompute.com or use our online Data Protection Enquiry [form](#).

Please note that we may ask you to verify your identity before responding to such requests. You have the right to complain to a Data Protection Authority about our collection and use of your Personal Data if permitted by the Applicable Data Protection Law. For more information, please contact your local data protection authority as specified by the Applicable Data Protection Law.

Does RapidCompute employ Third-Party Service Providers?

RapidCompute may employ third party companies and individuals to facilitate its Services ("Service Providers"), in order to provide the Service on its behalf, to perform Service-related services or to assist RapidCompute in analyzing how its Service is used.

These third parties shall have access to User's Personal Data **only** to perform these tasks on RapidCompute behalf and are obligated not to disclose or use it for any other purpose.

Children's Privacy

RapidCompute Service does not address anyone under the age of Sixteen (16) (considered as "Children").

RapidCompute shall not knowingly collect Personal Data from any individual under the age of 16. If a parent and/or guardian is aware of the fact that their child (the "User") has provided RapidCompute with Personal Data, he/she may contact RapidCompute's Data Protection Officer through the contact information mentioned in the 'Contact Us' section of this policy.

Once aware, RapidCompute removes Personal Data of children (from its servers) that has been collected without the verification of parental consent.

Notification of Amendments in Privacy Policy

RapidCompute may update their Privacy Policy from time to time and notify the users of any changes by posting the new Privacy Policy on this page. Changes to this Privacy Policy will be effective when they are posted on this page. RapidCompute shall also update the "**effective date**" at the top of this Privacy Policy. The then-posted version of the Privacy Policy shall supersede all prior versions. Your continued access to or use of any of the RapidCompute Services shall be deemed as your acceptance to this Privacy Policy.

You are advised to review this Privacy Policy regularly so that you stay updated of any changes that may occur.

Contact us

If you have any query relevant to protection of Personal Data by RapidCompute or this Privacy Policy, you may contact RapidCompute's Data Protection Officer through the followings:

Email: dpoffice@rapidcompute.com

Online Form: <https://rapidcompute.com/contact-us/>

UAN: 11-11-CLOUD (111-125-683)