

Privacy Notice Uni.Fund

1. Opening Note

Personal data is commonly exchanged, collected and processed in the business world without a second thought and, often, without considering privacy and data protection. Yet as we are gradually becoming increasingly aware of the value of personal data, protection of data and preservation of privacy are becoming top priorities globally, affecting the way we conduct business. Here in Uni.Fund we value your privacy and the protection of your data significantly, considering it an indispensable part of the mutual trust between us, therefore we make systematic efforts to protect your personal data and preserve your privacy.

We have crafted our personal data related Policy and our privacy-sensitive operations with your privacy and the protection of your data constantly in mind.

2. Introduction

By “*personal data*” or “*personal information*”, we mean information about you, both as an individual and as a member of a team applying to Uni.Fund, from which you may be identified.

There are multiple occasions or reasons for which you may choose or be asked to disclose personal data to Uni.Fund:

- to contact Uni.Fund or during your communication with a Uni.Fund member,
- to apply in order to become one of the teams we invest on,
- during the application procedure,
- upon joining Uni.Fund as a team we invest on,
- throughout other procedures related to Uni.Fund activities,
- in networking and other similar events.

Also, throughout the activities of Uni.Fund we may share information about you – including your personal data – with others, or your personal information might be disclosed to us, by individuals or entities you have shared your personal data with.

In the following pages you will find a detailed presentation of the reasons and the purposes for which we collect and process your personal data, the ways we process it, the principles of processing we apply, as well as for how long we retain your data and how we protect it. You will also be informed about who has access to your data, to whom we may disclose your data, what rights you have on your data and how you may exercise them.

We encourage you to read our privacy notice thoroughly, as it reflects the Privacy and Data Protection Policy we follow. If you have any question, do not hesitate to contact us via e-mail at gdpr@uni.fund prior to disclosing or otherwise sharing any data with us.

Please note that any data collected and/or processed by Uni.Fund is governed by this Privacy Notice. Disclosing your data to Uni.Fund or otherwise sharing it with us (for example by e-mailing one of the Uni.Fund team members), it is assumed that you have read and accepted this Notice.

3. Updating or amending the current Privacy Notice

Due to developments in business and/or technology we may need to change or amend the current Privacy Notice. We strongly encourage you to visit this chapter of our website regularly in order to remain informed and updated about any change or alternation. If we make a material change to this Notice, you will be provided with appropriate notification.

This privacy Notice was lastly updated on June 2019.

4. Persons under 18 years of age

If you are under 18 years of age, you should not disclose or otherwise share your personal data with Uni.Fund, as we cannot and we will not collect and/or process your data. If you are disclosing the data of your team in the Application Form or sending us material about your team via e-mail, please refrain from disclosing any personal data of a team-member that is under 18 years old.

If we realize that we have in anyway collected data of a person under 18 years of age, it will be instantly and permanently deleted in a secure way.

5. Who we are

This Privacy Notice governs the personal data collected by or otherwise disclosed to and/or processed by the Uni.Fund team members, as well as by our partners, advisors, consultants, experts, mentors and members of the closer or extended Uni.Fund network.

Uni.Fund is a Fund financed by the Greek ESIF Fund of Funds TAESYM under the European Union/European Regional Development Fund/Operational Programme EPANEK, registered under Greek Law as a venture capital management company. Our registered office is located in **Agiou Dimitriou 4, Athens 10554**. You may contact us calling **+30 211 8003764**, sending an e-mail at **info@uni.fund**, or using our website contact form (<https://uni.fund/#contact>).

Particularly for questions related to this Privacy Notice, the Privacy Policy we are following or in order to exercise your rights on your personal data, please send an e-mail at **gdpr@uni.fund**.

Our purpose is to support entrepreneurship, unveil the hidden potential within Greek Universities, R&D and Tech Space, by focusing on people and team development, implementation of successful go-to-market strategies and helping build the foundations of the entrepreneurial ecosystem.

To achieve our goal, apart from the Uni.Fund team, which you can find in our website (<https://uni.fund/>) we are also supported by a group of advisors, and we also cooperate with a large network of business and industry partners, both individuals and legal entities, which share our purposes, and assist us in achieving our goals.

Throughout this Privacy Notice “**we**”, “**us**”, “**our**” etc. refer to the Uni.Fund team.

Similarly, throughout this Notice our partners, advisors, consultants, experts, other actors of the ecosystem, and members of the closer or extended Uni.Fund network, will be referred to as “**our group of experts**”, unless there is a reason for which we need to use the full description.

6. What type of personal data we collect, when and how

Any information that relates to an identified or identifiable individual constitutes personal data. For example, a name and a surname, a home address, a phone number, an e-mail such as “name.surname@company.com”.

Different pieces of information which collected together can lead to the identification of a particular person also constitute personal data, such as cv-related information.

The categories of personal data we collect about you depend on the **purpose** for which it is collected, the **stage** of the Application Procedure you are at and the **relationship** you have with us.

A. [If you use the Contact Form in our website](#)

If you choose to contact Uni.Fund using the relevant form in the “**Contact**” section of our website (<https://uni.fund/#contact>) we will collect the **e-mail address** you will choose to disclose. If you so choose, we may also collect your **name and any other personal data you may choose to include in your message**.

You are not required to disclose your name or any additional personal data in your message. Only your e-mail address is required to be able to contact Uni.Fund. Filling in your name is voluntary to make our communication more personal.

After clicking on the box that you have read and accepted the Privacy Notice and the box verifying that you are providing your consent for your personal data to be collected and processed by Uni.Fund, **your data will be collected through the Contact Form**.

***Keep in mind that applying to Uni.Fund is a separate procedure from contacting Uni.Fund.** Any personal data you may choose to share with us in your message does not substitute or replace the data you will be required to disclose in case you choose to apply to Uni.Fund.

B. [If you subscribe to our Newsletter](#)

If you choose to subscribe to our newsletter via the newsletter section of our website we will collect the **e-mail address** you will choose to disclose in the **Newsletter Subscription Form**, after clicking on the box that you have read and accepted the Privacy Notice and the box that you are providing your consent for your personal data to be collected and processed by Uni.Fund.

C. [If you apply to Uni.Fund](#)

If you choose to **apply** to Uni.Fund, you will be asked to disclose and share with us certain information, including personal data, which will be processed by the Uni.Fund team in order to **assess and evaluate your application**. Respecting your privacy and aiming at collecting and processing only the type and amount of personal data absolutely necessary, relevant and appropriate, we apply a **stage-specific policy**. This means that the **type and amount** of data

we will collect and process about you and each member of your team **depends on the stage** of your evaluation by the Uni.Fund team. More specifically:

Application Procedure

Stage 1: Application through the Application Form on the website

In the “**Apply**” section of the site (<https://uni.fund/apply/>) you will find the **Application Form**. Filling in the form and sending it to us is the necessary **first step** to apply to Uni.Fund.

Through the Application Form information, including personal data, is collected. More specifically you will need to disclose the name of your company/project (*not personal data*), the **full name of the contact person**, the **e-mail address of the contact person**. We may also collect the **phone number of the contact person** if you choose to disclose it, along with **any other personal data you choose to include in the message and/or in the pitch deck**.

Please note that the **full name** and the **e-mail** of the **contact person** are the only necessary personal data you need to submit in order to apply to Uni.Fund and initiate the evaluation procedure. In case your pitch deck includes personal data of the members of your team, you are advised to either totally omit it, or include it without their names or other means of direct identification.

For us to be able to meaningfully evaluate your application it is necessary to secure that the information you share with us is **true, accurate, appropriate** and **in accordance to the purpose** for which you are submitting it, namely applying to Uni.Fund, and that you have the **right to share it** with us. This is why prior to collecting the data we will ask you to confirm it by clicking a box.

We will also ask you to confirm that you have informed and obtained the **consent** of any person whose personal data is to be disclosed to Uni.Fund, prior to submitting their personal data to us. If you click on the box, it is **assumed that you have asked and received the consent** of your teammates or anyone else whose personal data is contained in the material you submit through the application from.

Finally, you will be asked to **verify that you have read and accepted the Privacy Notice and you consent for your data to be collected and processed** by Uni.Fund for the propose of evaluating your application.

Once you have clicked these three boxes, you may send the Application Form, through which the data will be collected by us.

Stage 2: Secondary Evaluation

If you pass to **Stage 2**, the **contact person** will be asked by a member of our team (**Team A**) to provide additional information, including personal data, for all the members of your team, filling in two forms, the **Uni.Fund_ExecutiveSummary_Questionnaire (1)** and the **Executive_Summary_Template (2)**.

(1) In the Uni.Fund ExecutiveSummary Questionnaire you will be asked to provide the following personal data.*

- The founders'/top management **full names** and **contact information** (e-mail address)
- Your team/staff key members' **full name, CV-related information**, including their **education, working experiences, prior relevant employment, professional skills** and any other piece of **personal data regarding their educational and working background, skills, qualifications** etc. you consider **relevant** to the project you have applied for to Uni.Fund; **appropriate** and **necessary** for the **fair evaluation** of your application.

We may also collect similar **CV-related personal data** (education, prior employment, working experience, skills and qualifications etc.) for each member of your team that they have made publicly available in their **public LinkedIn profile**.

(2) In the Executive Summary Template you will be asked to provide the following personal data.*

- **CV-related information** of each member of the management team, including their **education, working experiences, relevant prior employment, professional skills** and any other piece of **personal data regarding their educational and working background, skills, qualifications** etc. you consider **relevant** to your application; **appropriate** and **necessary** for the fair evaluation of your idea/project/proposal.

*The rest of the data we are collecting via these documents does not constitute personal data.

We will **collect the data you share with us by filling in the two forms and sending them via e-mail** to Uni.Fund.

Important Notes:

- i. Please note that for us to be able to collect and process your data, you need to give us your **consent, filling in the consent form attached to both files**.
- ii. **The person filling in the forms on behalf of the team is expected to have notified the other team members that their personal data will be collected and processed by Uni.Fund and acquired their consent prior to sending the forms back to us.** Upon sending the filled-in forms to Uni.Fund – including the consent form – it is **assumed that the sender has obtained the consent of every person** whose data is included. *(see the consent form of each file)*
- iii. Apart from the personal data explicitly required, please **share with us only the type and amount of personal data you feel comfortable disclosing**. Particularly regarding the CV-related information choose only those you consider **necessary, relevant, appropriate** and **suitable** for us to evaluate your application.

Stage 3: Preliminary Check (Term Sheet, Legal and Financial Due Diligence)

If you reach this Stage, you are really close to getting funded by Uni.Fund. **Stage 3** is comprised by **two distinct intermediary stages**, decisive for the evaluation of your application, namely, the signing of a **Term Sheet (TS)** between you and Uni.Fund, and the conduct of a **Legal and Financial Due Diligence (L&F DD)**, necessary for us to make a final decision regarding investing in your company/idea/project/proposal. Both these intermediary stages involve **collecting and processing additional information** about you and your team, **including personal data**.

Upon reaching this stage **Dora Trachana** from **Team A** (see Section 9.) and **George Saperas** from **Team B** (see Section 9.) will contact you as a team, explaining you the next steps, and asking you to disclose via e-mail a number of additional personal data, in accordance to the intermediary stage you are in. More specifically:

1. Term Sheet (TS):

For the TS you will be asked to share with us via **e-mail**:

- the **full name of the legal representative** of the company,
- all shareholders' **full name**
- all shareholders' **address**
- all shareholders' **identity card number**
- all shareholders' **tax number** and **taxation registry office**

(Additional personal data might be requested by our lawyers. In that case the data will be disclosed directly to our lawyers from you, without Uni.Fund knowing or accessing that data). (See also Section 9.)

After signing the TS, with **Stelios Eliakis** from **Team B** representing Uni.Fund, we may advance to the next intermediary stage.

2. Legal and Financial Due Diligence (L&F DD):

For our legal and financial auditors to conduct the L&F DD, we will ask you to share with us for each **team member/shareholder their full name and contact details**.

As we already have this data from the previous intermediary stage, we shall not ask you to disclose it again, only to verify that the data is correct and can be used for this intermediary stage.

Please note that this is the only piece of personal data that will be collected and processed by Uni.Fund throughout the L&F DD process. The rest of information, including personal data, that you will share with our legal and financial auditors will not be shared with Uni.Fund. Uni.Fund has only access to the outcome of the L&F DD.

Stage 4: Final stage (Shareholders Agreement)

If you reach the final stage, **Dora Trachana** from **Team A** (see Section 9.) and **George Saperas** from **Team B** (see Section 9.) will contact you as a team **via e-mail**, explaining you what the final stage entails asking you to share with us via e-mail for **every shareholder**:

- their father name,
- mother name,
- phone number,
- an e-mail address.

The SHA will be signed on behalf of Uni.Fund by **Stelios Eliakis** from **Team B**.

Important Notes:

- i. During the **Application Procedure** the applicants' personal data is in principle **collected directly from them**, with the mediation of the appointed by the team **contact person**, in **written format**. More specifically, according to the Stage they are in:
 - Stage 1** through the **application form** in our website
 - Stage 2** through the **forms Team A** will send to the **contact person**, to be filled in and **e-mailed** by the contact person/team to Uni.Fund
 - Stage 3** via e-mails exchanged with **Dora Trachana** from **Team A** and **George Saperas** from **Team B**
 - Stage 4** via e-mails exchanged with **Dora Trachana** from **Team A** and **George Saperas** from **Team B**
- ii. During **Stage 2** we may also collect similar **CV-related personal data** for each member of the team that they have made **publicly available in their public LinkedIn profile**.
- iii. The person (contact person) who fills in and submits the application form in **Stage 1** as well as the person (contact person) who fills in and e-mails the forms to Uni.Fund in **Stage 2** needs to confirm that the data disclosed to Uni.Fund is **true, accurate** and **appropriate** in accordance to the purpose for which it is submitted, that s/he has the **right to disclose** it, that s/he has **read and accepted the Privacy Notice**, that s/he has **informed and obtained the consent** of all the individuals whose data is to be collected and processed, prior to sharing their data with Uni.Fund.
- iv. Uni.Fund does not have access to the data you share individually with our lawyers in terms of the TS or the SHA, nor to the data collected by our legal and financial auditors in terms of the L&F DD.
- v. Between the stages you may exchange e-mails with the Uni.Fund team members, talk with any of us on the phone, or be invited to Uni.Fund to present us your idea, discuss with us your plan etc. **Unless there is a specific piece of personal data absolutely required according to the Stage you are in**, in which case you will be asked to provide it filling in

the relevant form, **you will not be asked and you are not required to disclose or otherwise share with us any additional piece of personal data.**

- vi. In case you wish to share with us in terms of the Application Procedure or while contacting Uni.Fund for reasons related to its purposes as a venture capital management company, pieces of personal data, you should do it in **written format, via e-mail**, specifically stating:
- the purpose for which you are disclosing your personal data
 - that you consent for Uni.Fund to collect and process your data
 - that you have read and accepted the Privacy Notice of Uni.Fund
- vii. In the **Application Procedure** Uni.Fund will collect only the **personal data** about the applicants that is absolutely **necessary, relevant, appropriate** and **suitable**, as defined at each stage, that was **directly shared** with Uni.Fund with the previously defined means, along with any piece of personal data **available at applicants' public LinkedIn profiles**.

D. Other means of collecting personal data

a. Personal Data collected by Uni.Fund team members

- i. If in terms of a presentation, a networking event or any similar event related to entrepreneurship a member of our team becomes interested in your company/idea/project, they **may have collected** whatever **personal data you might have shared publicly**. More specifically, we may collect your **name** and **contact details**, if they are for example displayed in your presentation, and **any other personal data you might have shared** written or orally, for example your education, your working experience, current and/or past employment etc., **assuming you are consenting for us to have it, since you made it publicly available**.
- ii. If in any kind of occasion you offer your **business card** to one of our team members, unless otherwise explicitly declared, it is **assumed that you consent for the data, including personal data**, that is printed on the card to be **collected by Uni.Fund**. (name, contact information, CV-related data etc.)

b. Personal Data shared with Uni.Fund by third parties

Within the rich ecosystem of business, startups and Funds it is a common practice to share personal data, making references, without asking for the permission/consent of the person in question. Therefore, your personal data, most commonly **name** and **contact information**, and sometimes also **CV- related data**, for example employment information, education and job experience details, might **have been disclosed to us by a third party**, for example another Fund, an external partner etc. Such sharing of personal data is mostly in the form of reference or recommendation, however, **since May 2018, we have asked that no personal data will be shared with Uni.Fund without the consent of the person**.

c. Personal Data disclosed via directly contacting Uni.Fund

If, for any reason, you decide to contact Uni.Fund directly over the phone or via e-mail, we will collect and process whatever personal data you share with us in terms of that communication. (most probably **your name, contact details**, personal data that you will choose to mention, for instance **CV-related information** etc.)

Please note that we refrain from collecting any piece of personal data disclosed to us over the phone. In case you wish to share with us, in terms of the Application Procedure or while contacting Uni.Fund for reasons related to its purposes as a venture capital management company, pieces of personal data, you should do it in **written format, via e-mail**, stating:

- the purpose for which you are disclosing your personal data
- that you consent for Uni.Fund to collect and process your data
- that you have read and accepted the Privacy Notice of Uni.Fund

7. Why we collect and how we process your personal data

In most cases the **basis** allowing us to collect and process your personal data is **your consent** for the purposes of **assessing and evaluating** your application and your proposal and **contacting you** on matters related to your application, and for reasons of **reference** or **recommendation**, in terms of Uni.Fund's aims, objectives and purpose.

We may also collect and process your data to prepare the TS, and the Shareholders Agreement, as previously explained, and ask you to disclose your data to our **legal and financial auditors** in terms of the L&F DD.

We may collect and process your data to **comply** with our **legal obligations**, the **obligations** and **responsibilities** we have **towards** our **investors**, and/or to **protect our legal rights**, including, but not limited to, complying with record-keeping, reporting to our investors and the competent public authorities, tax obligations under applicable law etc.

Our use of your personal data is in our **legitimate interest** as a venture capital Fund (for example to assess the potential of your proposal, to explore the investment risk, to verify your identity and prevent any form of fraud, to report to our investors etc.)

Prior to collecting and processing your personal data you will be notified about the **exact purpose** for which your personal data will be processed. You are invited to address any question you have, ask for further information or clarifications before sharing with us your personal data.

In case you do not wish to provide us with this information, you wish to withdraw your consent or decide to ask us to stop the processing, we may not be able to proceed further with the evaluation of your proposal/project/idea or investing in your company/proposal/project/idea.

A. [If you use the Contact Form in our website](#)

We collect and process your **e-mail address** to **contact you and respond to your message**.

If you choose to submit your name, we will collect and process it in terms of our communication, to make our contact more personalized.

If you choose to disclose any additional personal data, we will collect and process it only if it is relevant, necessary and suitable for us to respond to your message.

B. [If you subscribe to our Newsletter](#)

We collect and process your **e-mail address** to send you our newsletter with news, activities and events organized by Uni.Fund, or our partners and information that may interest you.

C. [If you apply to Uni.Fund](#)

Apart from the virtue of the idea/vision/project/proposal, in Uni.Fund we value teamwork, considering the team's composition critical for the success of any project. Each individual member has distinct contribution to the overall project, according to their **skills, qualifications, work experience**, their **broader educational** and **working background**, depending on their **role** in the team and their **part** in the project. Therefore, to **evaluate** the **applicability, feasibility** and overall **potential** of your application, it is necessary to also consider the **education, experience** and the broader **skill-set** of **each member of the team applying**. Moreover, the assessment of the **complementarity of the team members** is among the **key criteria**, when we decided about **investments and funding**.

This is the main purpose we are collecting **particular pieces of personal data** during the **application procedure**. More specifically:

[Stage 1: Application through the Application Form on the website](#)

During **Stage 1** we collect the **full name** and the **contact information (e-mail)** of the **contact person** the team has appointed. The **full name** is collected for **identification purposes**. We also collect and process the **e-mail address of the contact person** to be able to contact you. Additionally, using name of the company/project/proposal and the full name of the contact person, we create an **applicants' folder**, where information, including personal data, about your application will be safely stored.

We may also collect and process any other pieces of personal data **you chose** to include in your message and/or pitch deck, to assess and evaluate your application. Any piece of personal data will be safely stored in your applicants' folder.

[Stage 2: Secondary Evaluation](#)

Upon passing to **Stage 2** you are asked to submit additional and more detailed information about your teammates, including personal data, for the **thorough evaluation of your proposal**, taking into account the particular skills, qualifications, work experience, educational and working background to evaluate the applicability, feasibility and overall potential of your application.

- Through the **Uni.Fund_ExecutiveSummary_Questionnaire** we collect the information, including personal data, we need to process **internally** in Uni.Fund, to be able to **evaluate your proposal**.

More specifically:

- We collect and process the founders'/top management **full names** for **identification purposes**.
- We may also use their full name to collect and process whatever information, including personal data, they have made available through their public **LinkedIn profiles**, to obtain a better overview of the broader skillset of each individual for the **evaluation** of your application.

- We collect and process the founders'/top management **e-mail address** to be able to contact them directly to request additional information, if necessary.
- We collect and process the team/staff key members' **full name** for **identification purposes**.
- We may also use the full names of your team members to collect and process whatever information, including personal data, they have made available through their public **LinkedIn profiles**, to obtain a better overview of the broader skillset of each individual for the **evaluation** of your application.
- We also collect and process **CV-related information**, including the team/staff key members' **education, working experiences, prior relevant employment, professional skills** and any other piece of **personal data regarding their educational and working background, skills, qualifications** etc. you consider **relevant, appropriate** and **necessary** for the fair evaluation of your application. We collect and process these pieces of personal data to **assess and evaluate your application**, considering **what each member can contribute in terms of expertise, skills and experience**, as well as to evaluate the **complementarity of the team** and their **potential** to reach the goals you have set.

Every piece of personal data about the founders/top management and the team members is safely stored in the Applicants' Folder created for your application during **Stage 1**.

- Through the **Executive_Summary_Template** we collect the information, including personal data, we may need to **share with our group of experts to process**, in terms of the **evaluation procedure**, for the **fair evaluation of your application**, or for purposes of **reference and/or recommendation**, if you have given us your consent, both within the European Union (E.U.) and outside E.U., if you have given us your consent. (see also 10.) More specifically:

- We collect **CV-related information** about each member of the management team, including their **education, working experiences, relevant prior employment, professional skills** and any other piece of **personal data regarding their educational and working background, skills, qualifications** etc. you consider **relevant** to your application; **appropriate** and **necessary** for the fair evaluation of your idea/project/proposal.
- The data is **collected, to be shared to and processed by** specific people from **our group of experts** who, based on their expertise, field of work, experience, familiarity with the field or the market etc. can provide us with valuable insights and meaningful input for the **fair evaluation of your proposal**, taking also into account **what each member can contribute in terms of expertise, skills and experience**, as well as to evaluate the **complementarity of the team** and their **potential** to reach the goals you have set.
- If you have provided us with your consent, we may also **share the data collected through this form to be processed by our group of experts**, or specific people within our group of experts for purposes of **reference and/or recommendation**.

Stage 3: Preliminary Check (Term Sheet, Legal and Financial Due Diligence)

1. Term Sheet (TS):

The data collected in this intermediary stage of **Stage 3** is collected to be **shared with and processed by our lawyers, to prepare the TS.**

In the same process, if it is considered necessary, **Dora** from **Team A** and **George** from **Team B**, who jointly coordinate the procedure, will also introduce you via e-mail (sharing your **name** and **contact details**) to our lawyer(s) to work with them directly in order to finalize the terms.

Please note that after the introduction, any communication between you and the lawyer(s) is private and Uni.Fund will not participate. Similarly, Uni.Fund will not have access, or otherwise collect and/or process any additional piece of personal data requested by the lawyer(s) to finalize the TS.

2. Legal and Financial Due Diligence (L&F DD):

In the second intermediary stage of **Stage 3** we process the data already collected to **share** it with our **legal and financial auditors** for them to be able to **communicate with you**, so that you will share with them the specific information, including personal data, to **conduct the L&F DD.**

More specifically, **Dora** from **Team A** and **George** from **Team B**, who jointly coordinate the procedure, will introduce you **via e-mail** (sharing your **name** and **contact details**) to our legal and financial auditors, allowing your communication to start, so that you will be also informed by them regarding the type and amount of information and documentation necessary for the L&F DD.

Please note that the L&F DD process is conducted by our auditors and Uni.Fund has no access to the data you share with them throughout the process. Uni.Fund has only access to the outcome of the L&F DD.

Stage 4: Final stage (Shareholders Agreement)

In that stage, along with the data we have collected for you as a team in the TS stage, we will ask you to let us **collect, process and share with our lawyers to process** personal data about you necessary to prepare the **Shareholders Agreement** between you and Uni.Fund.

The data we collect during this stage is **collected to be processed and shared with our lawyers to process in order to prepare the SHA.**

Important Note:

In case the headquarters/registered office of your company is outside Greece, in terms of the TS, L&F DD and for the SHA, we will introduce you and ask you to disclose the relevant data to legal and financial auditors and lawyers in the country that you have your headquarters.

D. If we collected your personal data through other means

a. Personal Data collected by Uni.Fund team members

- i. If your personal data was collected by one of the Uni.Fund members in terms of an event as described in 6.D.a.i, there might be three different purposes:
 - i. because your company/idea/project was considered worth exploring to receive **investment/funding** by Uni.Fund
 - ii. because we believe we can **recommend** you to our partners, actors of the ecosystem, members of Uni.Fund closer or extended network
 - iii. because we would like to have your data for **future Uni.Fund projects**

In all aforementioned cases:

- your **name** was collected and will be processed for **identification purposes**, and may be also used to collect and process the information, including personal data, you may have made available at your public **LinkedIn profile**, to obtain a better view of your **educational background, working experience** and your broader **skill set** for the purpose of making a **primary assessment about the possibility of receiving funding from Uni.Fund**.
 - If you have publicly shared your **education, working experience, skills, expertise** etc., your personal data was collected and will be processed along with the details about your company/idea/project/ for the purpose of making a **primary assessment about the possibility of receiving funding from Uni.Fund**.
 - Your **contact details** were collected and will be processed for us to **contact you**, express our interest and **invite you to apply**.
- ii. If in any kind of occasion you offer your **business card** to one of our team members, unless otherwise explicitly declared, it is assumed that you consent for the data, including **personal data**, that is printed on the card to be **collected** and **processed** by Uni.Fund, in **accordance to the purpose for which you shared it with the Uni.Fund team member**, as well as for the **purposes, visions and functions of Uni.Fund**. More specifically:
 - your **name** is collected and will be processed for **identification purposes**, and may be also used to collect and process the information, including personal data, you may have made available at your public **LinkedIn profile**, to obtain a better view of your **educational background, working experience** and your broader **skill set**, in accordance to the purpose for which you shared your business card with Uni.Fund and/or the purposes, visions and functions of Uni.Fund, including networking, reference or recommendation, to consider a project/idea/proposal you might have shared, to contact you in order to inform you for funding possibilities, events or workshops by Uni.Fund etc.
 - Your **contact details** will be collected and processed for us to **contact you**, express our interest in your professional skills, invite you to Uni.Fund activities, or recommend you, etc.

- If there are also **CV-related data** on your business card, for instance details regarding your **education, profession, expertise** etc., your personal data was collected and will be processed in accordance to the purpose for which you shared your business card with Uni.Fund, and Uni.Fund purposes, visions and functions, for example to explore possibilities of receiving funding from us, act as an advisor, support our team, recommend you to others, etc.

In such cases we broadly follow the practices established in the ecosystem and the general principles related to the handling of data from business cards, while having your privacy and the protection of your personal data as a guiding principle.

b. Personal Data shared with Uni.Fund by third parties

If, according to the reference and/or recommendation made, by the person or entity that shared your data with Uni.Fund, your company/team/project/idea/expertise etc., seems within the interests of Uni.Fund, we may use your personal data to **contact you** and **obtain your consent for having and processing it**, indicating also the source of your personal data. More specifically, we shall use the least intrusive way, most probably your e-mail address, to contact you, **asking for your consent to retain and further process your data and your permission to continue our communication**. If you give us your consent, according to the purpose for which your data was shared with us, we will invite you to apply to Uni.Fund, or ask you for your consent to include you in our Contacts' of Interest Folder.

We will not attempt to collect any additional information, including personal data, or process the personal data we received from others prior to obtaining your consent. If you deny to give us your consent for any of the aforementioned purposes, we will promptly erase your data, permanently and in a safe way.

c. Personal Data disclosed via directly contacting Uni.Fund

We shall collect and process your data in accordance to the purpose for which you disclosed it to us, in line with the purposes, aims and objectives of Uni.Fund.

8. General Principles of Collection and Processing

The collection and processing of your personal data by Uni.Fund is always in line with our legal obligations, in compliance with the GDPR 2016/679.

Each time you are asked to share any piece of your personal data, you will be offered sufficient information and justifications about the reasons why we are asking you to disclose your data, the purposes of collection and processing and details about how it will be processed and used.

We will seek to acquire your explicit and informed consent, each time required, prior to collecting your data.

Your personal data will be only processed for the specific reasons and purposes explained in this Notice and in accordance to the principles and safeguards explained here.

If you are not sure you clearly understand something in this Notice, you are encouraged to contact us asking for clarifications prior to submitting or otherwise sharing your personal data with Uni.Fund.

The collection and processing of your data will be always **lawful, fair** and **transparent**, in accordance to our legal obligations and the requirements of the General Data Protection Regulation (GDPR) and the relevant legal provisions. More specifically:

- Your data will be collected and processed only for the specific, concrete and legitimate purposes for which you shared it with us.
- We only collect and process the type and amount of personal data that is relevant, appropriate and absolutely necessary depending on the purpose for which we have asked you to share it with us.
- We will not disclose or otherwise share your personal data without your consent, and we shall not process it for any other reason than those explicitly explained and directly connected with the purposes and activities of Uni.Fund.
- We process your data respecting your privacy and in accordance to the principles and limitations set by law.
- We will process and retain your data only for the period of time necessary and appropriate in accordance to the purpose of collection and processing.
- We make systematic efforts for your data to be always safe and accurate for the entire period of time that it will be processed and retained by Uni.Fund. To that end we have applied and follow a specific Privacy Policy, while we have also taken all the necessary and suitable technical and organizational measures to ensure the integrity, availability, safety, security and protection of your personal data and the preservation of your privacy.
- Whenever we share your data with others we make sure that we have informed you and obtained your consent, while we have also taken every reasonable and necessary measure to ensure that your data is safely transferred and processed according to the requirements of the GDPR and the relevant legal provisions, following the same high standards of privacy and data protection that we apply.

9. Who has access to your personal data and why

We follow a **purpose-specific data-access plan**, aiming to **reduce the diffusion of personal data**, limiting access to your personal data only to those absolutely necessary.

All the members of Uni.Fund are privacy aware, and mindful to protect and preserve your privacy and data protection. We have all signed confidentiality and data protection clauses and received training to protect your privacy and personal data.

You may read more about our team members and advisors in the **“The Team”** section of our website https://uni.fund/#our_team

A. [If you use the Contact Form in our website](#)

Team A collects and processes the data, including personal data, disclosed through the **Contact Form** to communicate with you in response to your message.

Team A is comprised by **Dora Trachana**, **Lila Despotidou** and **Natalia Giatrakou**.

B. [If you subscribe to our Newsletter](#)

Team A collects and processes the e-mail addresses for the purpose of sending the newsletter to all our subscribers.

C. [If you apply to Uni.Fund](#)

[Stage 1: Application through the Application Form on the website](#)

Team A collects and processes the data, including personal data, disclosed through the Application Form. Normally, it is **Team A** that makes the preliminary evaluation about the applications in **Stage 1**.

If for some reason it is not clear whether the application should advance to the next stage, **Team A** will present the details of your application to **Team B** asking for their input. The name of the contact person might be disclosed only in case it is reasonable and justifiable that it may make significant difference to the response of **Team B**.

Team B is comprised by **Konstantinos Lafkas, Katerina Pramadari, Sotiris Papantonopoulos-Mantopoulos, Stelios Eliakis, Panos Lioulis** and **George Saperas**.

[Stage 2: Secondary Evaluation](#)

Uni.Fund ExecutiveSummary Questionnaire

As this is a decisive stage, **for the throughout, detailed and fair evaluation of your proposal**, the details of your proposal, the data that you have shared with Uni.Fund through **Uni.Fund_ExecutiveSummary_Questionnaire** will be available to all the members of Uni.Fund. More specifically, the information, including personal data, disclosed through the **Uni.Fund_ExecutiveSummary_Questionnaire** will be shared and processed among the members of **Team A** and **Team B**, as each member of Uni.Fund will contribute with their experience, insights, and expertise, evaluating the application from a variety of different aspects. (see 6.C. Stage 2)

Uni.Fund cooperates on a permanent basis with two advisors, an Intellectual Property Rights (IPRs) attorney and an Information Technology (IT) expert. If during this stage we considered it necessary and appropriate we may request also for the input of these expert advisors, jointly comprising **Team C**. **Team C** consist of **Schulamit Hirsch** (IPRs attorney) and **Diomidis Spinellis** (IT expert).

We may share your data with our IPRs attorney in cases related to patents or other IPRs. More specifically, in case your project/proposal/idea involves IPRs, during **Stage 2** of the Application Procedure, we will share with her the information you disclose through the **Uni.Fund_ExecutiveSummary_Questionnaire**, asking for her insight. To share your data with her we follow the principles of **International Data Transfer** (See Section 10.). Additionally, if we consider it necessary, for the fair evaluation of your application, or if we have valid reasons to believe that your application/proposal would be benefited from her consultation, we may **personally introduce you to our IPRs attorney via e-mail**. In that case, she will have access to

your **name** and **e-mail addresses** used for the communication, and any other personal data you may share with her in terms of your communication.

Our IT expert has an active role throughout the Application Procedure. Due to his expertise and valuable experience, we may share with him non-personal information regarding your application/proposal, seeking for his input throughout the evaluation process. If we consider that his input is necessary for the **fair evaluation of your application**, he will have access to the data you disclose through the **Uni.Fund_ExecutiveSummary_Questionnaire**. If we consider it **necessary for the fair evaluation of your application**, or if we have valid reasons to believe that **your application/proposal would be benefited from his consultation** in technology-related issues, we may **personally introduce you to him via e-mail**. In that case we may share with him **your team contact information** for communication purposes or to arrange meetings. Thereafter, he will have access to whatever personal information you share with him in terms of your communication.

Executive Summary Template

The data collected through the **Executive_Summary_Template**, including personal data, is to be processed and shared to be processed by our group of experts within the E.U. More specifically, Uni. Fund may disclose this data to specific categories of contacts/members of **our group of experts** in order to better understand the business, market, innovation of the product/service, the market gap that it covers, the market intention to adopt/buy the product/service, etc. All the above constitute significant selection criteria for the teams that will be ultimately funded, therefore crucial elements for the **fair evaluation of an application**. As such, we may share the information about your application and the data collected through this form with **members of our group of experts within the E.U.** to receive their feedback and ask for their input. The exact recipients of the data may vary, based on your idea/application/product/market/field etc. For instance, we may share your data with

- Company executives in Greece and abroad (usually high-ranked)
- Experts in some markets/sectors in Greece and abroad
- Contacts in organizations/institutions (e.g. ministries, Chambers, centers/institutions of entrepreneurship, etc.) in Greece and abroad

If you have given us your consent, we may also share the data collected through this form for the same purpose with **members of our group of experts outside the E.U.**

You may choose to give us **your consent** to share the data collected through this form with our **group of experts within and/or outside the E.U.** in terms of **reference and/or recommendation**, in line with the purposes, aims and objectives of Uni.Fund.

In case of international personal data transfer, we follow the principles as described below. (See Section 10.)

Stage 3: Preliminary Check **(Term Sheet, Legal and Financial Due Diligence)**

During this stage, apart from Uni.Fund members, access to your data is granted to **the lawyers** preparing the TS and **the legal and financial auditors** who conduct the L&F DD.

If the headquarters/registered office of your company is in Greece, in terms of the TS, L&F DD and for the SHA, we will introduce you and ask you to disclose the relevant data to our legal and financial auditors and the lawyers we work with.

In case the headquarters/registered office of your company is outside Greece, in terms of the TS, L&F DD and for the SHA, we will introduce you and ask you to disclose the relevant data to legal and financial auditors and lawyers in the country that you have your headquarters. You are welcome to suggest us lawyers, legal and/or financial audits in the country of your headquarters/registered office, as well.

Stage 4: Final stage **(Shareholders Agreement)**

During this final stage, apart from Uni.Fund members, access to your data is granted to the **lawyers drafting the SHA**.

Unless there is a specific reason obliging us to change them, the lawyers drafting the SHA will be those who accessed and processed your data to draft the TS.

The same principles described above apply here as well for companies with headquarters/registered office inside or outside Greece.

D. If we collected your personal data through other means

a. Personal Data collected by Uni.Fund team members

- i.** The member of Uni.Fund who originally collected your data as described in 6.D.a.i, will have access to it, to contact you and invite you to apply to Uni.Fund.
- ii.** In case your data was collected for purposes of recommendation/reference or for future Uni.Fund projects, along with the member of Uni.Fund that originally collected your data as described in 6.D.a.ii, **Team A** will have access to it to contact you and ask for your consent for Uni.Fund to retain your data and process it accordingly. Based on the purpose for which it was collected and provided you gave us your consent, access might be granted to all Uni.Fund members, to our partners, advisors, consultants, members of our closer or extended network, actors of the ecosystem etc.
- iii.** If you offer your business card to a member of Uni.Fund, according to the purpose for which you offered your card, apart from the person to whom you gave your card, access to your data will be limited to the members of Uni.Fund suitable in accordance to the purpose(s) for which you disclosed your data to Uni.Fund. We may share the personal data displayed on your card – most probably your name and contact details – with others in terms of reference or recommendation, if this is within the purposes for which you shared your business card with Uni.Fund.

b. Personal Data shared with Uni.Fund by third parties

If your personal data was shared with us, the member of Uni.Fund to whom your personal data was disclosed will have access to it. If we trust there is a reason to contact you, your data will be safely transferred to a member of **Team A** to contact you, in accordance to what was

described in 7.C.b. If there is no such reason, the member of Uni.Fund who originally received the recommendation/reference along with your personal data, will permanently erase it in a secure way.

c. Personal Data disclosed via directly contacting Uni.Fund

Data might be accessed by other Uni.Fund members depending on the purpose for which you disclosed it, and in accordance to your consent.

Important Notes:

- We make systematic efforts to limit personal data diffusion, applying data minimization principles, and purpose-specific plans. If it is possible to achieve the purposes set at each stage of your evaluation minimizing access to your personal data, or requesting, collecting and processing fewer personal data we will make every reasonable effort to do so.
- All the members of Uni.Fund are aware of the duty to protect your personal data and preserve your privacy.
- All the specialists, consultants, partners and members of our extended network to whom we may grant access or transfer your personal data for reasons directly related with the fair evaluation of your proposal (see E. above) have signed with Uni.Fund confidentiality clauses, and are fully aware of their duty and obligation to protect your personal data and preserve your privacy.
- We shall not grant access or transfer your personal data to our partners, advisors or any third party, even without your name or information that allow your direct identification, without ensuring that they apply and follow similar measures and plans regarding the protection of your personal data and the preservation of your privacy.
- We may share or otherwise disclose your personal data without your consent to the competent public authorities, if we are required to do so by law or within our legitimate interests, for instance in case of fraudulent or illegal conduct.

10. International Personal Data Transfer

As a general principle, your personal data is stored and processed solely within the European Union (EU). (See also “where is your data stored” under 12.) However, for purposes directly connected with the **fair evaluation** of your proposal, we may need to seek input from our **group of experts**, for which we may need to transfer information, and in some cases personal data, in other European Union countries, and sometimes outside the E.U. Moreover, if you have given us your consent, we may share your data with our group of experts inside and/or outside the E.U. in terms of **reference and/or recommendation**.

A. Transfer of personal Data within the European Union

In case we need to ask for input from our **group of experts** in the EU, we do it using the **Executive_Summary_Template**, which contains only **CV-related data** and no directly identifiable personal data.

If you have given us your consent, via the consent form attached to the **Executive_Summary_Template**, we may share the data collected through the form with **group of experts** within the E.U. in terms of **reference and/or recommendation**.

B. Transfer of personal Data outside the E.U.

During the evaluation procedure we may need to ask for input from members of our **group of experts** outside the E.U. if you have **given us your consent**, via the consent form attached to the **Executive_Summary_Template**.

You may freely choose to deny offering us such consent. In that case, if we consider that for the fair evaluation or to receive meaningful feedback regarding your proposal, it is **absolutely necessary** to disclose your data to members of our **group of experts** outside the E.U. we shall promptly contact you seeking again to obtain it. You may deny again.

Similarly, if you have given us your consent, via the consent form attached to the **Executive_Summary_Template**, we may share the data collected through the form with **group of experts** outside the E.U. **in terms of reference and/or recommendation**

In case of transfer of your personal data to any third countries, as defined by GDPR, applicable legislation and regulations concerning such transfers are observed and relevant legal and security safeguards are ensured before such transfer.

In accordance to Art. 45§1 of the GDPR, we transfer personal data **only to third countries that the E.U. Commission has decided that ensure an adequate level of protection.** (namely as of June 2019 Andorra, Argentina, commercial organizations of Canada, Faroe Islands, Guernsey, Israel, Isle of Man, Japan, Jersey, New Zealand, Switzerland, Uruguay and the United States of America (limited to the Privacy Shield framework)).

Important Notes:

- All the members of our group of experts to whom we may grant access or transfer your personal data for reasons directly related with the fair evaluation of your proposal or for purposes of reference and/or recommendation have signed with Uni.Fund confidentiality clauses, and are fully aware of their duty and obligation to protect your personal data and preserve your privacy.
- We shall not grant access or transfer your personal without/before ensuring that similar measures and plans regarding the protection of your personal data and the preservation of your privacy are applied and followed.

11. For how long we retain your data

Uni.Fund applies a **purpose-specific** policy to define the period of time for which it processes and stores your data. We also ask you to offer us your consent for longer retention periods.

A. If you use the Contact Form in our website

After your communication with Uni.Fund is completed, unless there is a specific, legitimate reason for which we may retain your data, for instance to exercise our legitimate rights in case you use the contact form to send threats to the Uni.Fund members, your personal data will be promptly erased, permanently erased and in a secure way.

B. If you subscribe to our Newsletter

We will process and store your data for as long as Uni.Fund has a newsletter. If for some reason we stop having a newsletter, we shall inform our subscribers and permanently erase your data in a secure way.

You may freely unsubscribe at any time. If you choose to unsubscribe, we will promptly and permanently erase your data in a secure way.

C. If you apply to Uni.Fund

If you apply to Uni.Fund, the time for which your data will be processed and stored depends on how your application will be evaluated at each stage. More specifically:

Stage 1: Application through the Application Form on the website

- i. If your application successfully passes to the next stage, your data, including personal data, will continue being processed and stored for the purposes you submitted it to Uni.Fund. It will be safely stored in the **Applicants' Folder** (see 7.C. Stage 1)
- ii. When submitting your application through the Application Form, you may choose to give your consent **in case of negative evaluation** for Uni.Fund to retain your data for **three years**, marking the respective box. In that case, the data, including personal data, will remain safely stored in your **Applicants' Folder**, so that we can easily recover it in case there is a development in investments' plan allowing us to review your application, during the next three years.
- iii. If you have not given your consent for three years retention, in case your application does not pass to the next stage we will retain your data for **one year**, in case there is a development in our investments' plan allowing us to review your application. After this period, unless there is a positive development in your application, we will permanently and safely erase your data.

Stage 2: Secondary Evaluation

- i. If your proposal successfully passes to the next stage, your data, including personal data, collected through the **Uni.Fund Executive Summary Questionnaire** and the **Executive Summary Template**, will continue being processed and stored for the purposes you submitted it to Uni.Fund. It will be also stored and processed for record and report purposes, in accordance to our obligations towards our investors.
- ii. In case of **negative evaluation**, unless you explicitly ask us to do otherwise (see below), we will retain your data for **two years**, in case there is a development in our investments' plan allowing us to review your proposal. After this period, unless there is a positive development, we will permanently and safely erase your data.
- iii. Given that in the mission of Uni.Fund it is included to contribute in the establishment of a sustainable entrepreneurial ecosystem in Greece, the Fund intends to support even companies that are outside its scope or for which the investment decision was negative. Thus, even if the communication with the Fund in the context of the

evaluation for funding has been completed (discontinued), Uni.Fund wishes to be able to maintain and promote company's data in its network of partners and contacts in Greece and abroad for the benefit of the companies. Therefore, through the consent forms attached to the aforementioned forms, you may choose to **give your consent in case of negative evaluation** for Uni.Fund to:

- a. Retain the information, including personal data, contained in the **Uni.Fund Executive Summary Questionnaire** for a period of **four years**, to be able to reassess the evaluation of your application in light of new developments, to be in a position to consider you for new openings and investment initiatives, without putting you again in the procedure to disclose your data, to be able to suggest to you other opportunities based on your company/project/idea and the skills of your team members etc.
-AND-
- b. Retain the information, including personal data, contained in the **Executive Summary Template** along with the contact information of a designated contact person for the next **10 years**, time during which Uni.Fund continues its activities as an investments entity, to be able to contact you in case your application was reconsidered under the light of new developments, notify you for other opportunities you may have, refer or recommend you to an external partner etc.

If you choose to offer us your consent, you are invited to **inform us about any changes in your data**, for example newly acquired skills relevant to your application, additional expertise, change of your contact details, etc. that may meaningfully affect the purpose for which they are stored and processed.

Stage 3: Preliminary Check **(Term Sheet, Legal and Financial Due Diligence)**

The retention period depends on the **outcome of the L&F DD**. If the outcome is positive for us to continue with an investment, we shall retain the data in accordance to the requirements set by law, the contract between us and our obligations towards our investors.

Otherwise, in accordance to the requirements set by law, the contract between us and our obligations towards our investors, we shall retain your data only for the period of time we are allowed to by law, to fulfil our obligations towards our investors and safeguard our legitimate interests and/or legal rights.

Stage 4: Final stage **(Shareholders Agreement)**

If we reach the SHA, the data is retained in accordance to law, the contract between us and our obligations towards our investors and to safeguard our legitimate interests and/or legal rights.

D. If we collected your personal data through other means

a. Personal Data collected by Uni.Fund team members

- i. If you respond to our invitation to apply to Uni.Fund, your data will be processed and stored according to 9.D. If you reject our invitation, your data will be promptly erased permanently in a secure way. If you are not interested in applying, you may ask for your contact details and personal data to be stored in the **Contacts' of Interest Folder**. In that case for your data we will apply the same rules and procedures as for the data stored in this folder.
- ii. If you respond positively to our invitation to keep and/or share your data in terms of recommendation/reference, or retain it for future Uni.Fund projects, we will keep your data for as long as Uni.Fund operates. The same applies if in (i) you choose not to apply and ask us instead to add your data in the **Contacts' of Interest Folder**.
- iii. Your data will be stored and processed for the time required according to the purposes for which you shared it with Uni.Fund. If not otherwise clearly defined, for as long as Uni.Fund operates.

b. Personal Data shared with Uni.Fund by third parties

If we obtain your consent to store and process your data, we will do so for the period of time defined by the purpose and your consent. If the purpose and your consent allow it, we may retain your personal data for as long as Uni.Fund operates.

c. Personal Data disclosed via directly contacting Uni.Fund

Data will be retained for the period of time necessary in accordance to your consent and the purpose for which you shared your personal data with us.

12. Where is your data stored

Your personal data is digitally stored in HubSpot and Google Drive. All information you provide to us is stored on our secure servers.

More specifically:

- All the information, including personal data, that is disclosed to Uni.Fund throughout the Application Procedure, is stored for each application in the **Applicants' Folder**.
- All the information, including personal data, that is stored from individuals or teams whose project was collected by Uni.Fund for the purpose of recommendation or reference, or for future projects, along with information collected by business cards, or references by third parties that are not disclosed for application purposes, as well as personal data from our consultants, advisors, experts etc. will be stored in the **Contacts' of Interest Folder**.

You can read more about our Processing Agreement with HubSpot at <https://legal.hubspot.com/dpa> and the Privacy Policy of HubSpot at <https://legal.hubspot.com/privacy-policy> .

You can read more about Google Drive Privacy Policy at <https://policies.google.com/privacy> .

In physical form your data may be stored in folders in Uni.Fund registered office. Particularly the business cards we collect or those that are shared with us, are stored in physical form in our Business Cards Repository.

Important Note:

Unfortunately, the transmission of information via the Internet is not completely secure. Even though we make systematic efforts to protect your personal data, it is impossible for us to guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, including personal data, we shall apply the protective procedures as described under 13.

13. How we protect your data

In accordance to the laws regarding privacy and personal data protection, taking into account the evolution of technology, the cost of implementation and the nature, scope, context and purposes of data collection and processing, as well as the risks and the significance of your rights and personal freedoms, the danger of accidental or unlawful destruction, loss, alteration, unauthorized disclosure or access to your data by unauthorized or malicious third parties, if transmitted; we have planned and implement appropriate technical and organizational security measures and we are constantly striving to improve and upgrade our technical and organizational measures.

The information you share with Uni.Fund, including personal data, is safely stored in **Hetzner Online** servers, awarded with ISO/IEC 27001, the best-known standard in the family providing requirements for an information security management system (ISMS).

We have established policies and procedures for the protection of personal data and the preservation of your privacy, including raising awareness among our team members, incorporating clauses and confidentiality agreements that bind all the members of the Uni.Fund team, as well as all partners, advisors and everyone else with whom we may share your data in terms of the evaluation procedure, as previously explained. We will not transfer your data to third parties unless we ensure that they apply equivalent security measures to protect your data.

We shall not grant access or transfer your personal data to our partners, advisors or any third party, even without your name and information that allow your direct identification, without ensuring that they apply and follow similar measures and plans regarding the protection of your personal data and the preservation of your privacy.

When we transfer personal data we take all necessary measures to ensure the security, integrity and confidentiality of your data and the preservation of your privacy.

Our digital files are kept in computer systems and in cloud, accessible only by the Uni.Fund team. All our assets used for the collection and process of personal data are regularly reviewed to ensure that they are protected against malicious attacks and unauthorized access through relevant software and passwords. We make regular backups to ensure the preservation of the integrity and availability of your personal data.

We make every reasonable effort to use encryption and other means of data protection to the extent possible.

In the effort to keep your data up to date we invite you to inform us about any meaningful alteration in your personal data. We will promptly update your applicant's folder upon receiving relevant information.

14. The rights you have on your personal data

The GDPR provides you with some specific rights concerning your personal data, that Uni.Fund respects totally, and will actively ensure that you can exercise each and/or all of them freely. More specifically you have the right:

- (i) to be always **informed** about the reasons and purposes for the collection and processing of your data, the time limits of processing and storing of your data, the principles of processing, those involved in collection and processing, as well as asking and obtaining any relevant information,
- (ii) to **access** the data we have about you, namely ask us to disclose which data we have about you, how and when we obtained it, and receive a copy,
- (iii) to **rectify** the data we have about you, in case a piece of your personal data has changed while we retain it, so as to ensure that the data we have about you is always accurate, updated and suitable for the reasons/purposes for which you have disclosed it to Uni.Fund,
- (iv) to request a copy of your data in a convenient/ appropriate format to be transferred to a third party or used for other purposes (**data portability**),
- (v) to request us to **erase your data**,
- (vi) to **object to further processing** and/or **restrict processing** asking us to refrain from furtherly processing your data,
- (vii) to **withdraw your consent**,
- (viii) to **file an official complaint**: if you have any concerns about possible interference with your privacy or misuse of your personal data on our behalf, you may contact us to file a complaint. We hope that we can answer any questions you may have about how we process your personal data and resolve any issue that may occur. However, if there are unresolved issues that concern you, you also have the right to complain to the relevant data protection authorities. For the authority's responsibility and how to submit a complaint, you can visit its website (www.dpa.gr-My rights-submit a complaint), where there is detailed information.

The rights related to automatic decision making and profiling are not applicable in this case, as we are not using automated procedures and/or profiling via similar means the applicants, and for all that matters, no significant decision will be made about the applicants and their applications solely based on even manually conducted profiling.

You may freely exercise your rights sending an e-mail at gdpr@uni.fund.