

# LogicWay B.V. Privacy Notice (FleetHours Web and AbsencePlanner)

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# Welcome to the LogicWay B.V. Privacy Notice

This **Privacy Notice** explains how information about you is collected, used, and disclosed by LogicWay B.V., a Trimble Company. This Privacy Notice applies to information we collect when you use our website, our products, mobile applications, and other online products and services (collectively, the "**Services**") or when you otherwise interact with us.

We may change this Privacy Notice from time to time. If we make changes, we will notify you by revising the date at the top of the Notice, and in some cases, we may provide you with additional notice (such as adding a statement to our homepage, sending you an email notification, or posting a message within the products). We encourage you to review the Privacy Notice whenever you access the Services to stay informed about our information practices and the ways you can help protect your privacy.

Our Privacy Notice explains:

- What information we collect and why we collect it.
- How we use that information.
- The choices we offer, including how to access, update, and protect information.

**LogicWay B.V.** develops and supplies software products and services for the transport market. We also take care of the implementation and are responsible for customer-oriented support and subsequent after sales. **FleetHours Web** software specializes in automating the wages and expenses calculation for businesses. **AbsencePlanner** software offers a web and mobile solution for managing absence requests from employees. The other LogicWay B.V. software (FleetHours Client/Server, FleetHours SaaS, ...) are not described in this document.

# What Data We Collect

## For FleetHours

Your FleetHours website will collect:

- Contact Details, such as your name, email address;
- User Account Information, such as a username;
- Date, time and location;
- Information related to the vehicles you drove and when;
- Optionally for the vehicles you drove, FleetHours can collect refueling actions (when, where, how much), fuel consumption, fuel level, maintenance need and technical status messages issued by the vehicle's internal diagnostic systems;
- Activities (working, loading, unloading, resting, absences...) with date, time and location, collected from your OnBoard computer supplier;
- Employment contract conditions;
- Application usage (Import, Export, Configuration...), Account Number, Browsing Time, IP Address, Cookie Information, Website History.

## For AbsencePlanner

Your AbsencePlanner website and mobile application will collect:

- Contact Details, such as your name, email address;
- User Account Information, such as a username;
- Date, time and location;
- Absence requests with validation or refusal and the balance of days-off;
- Application usage (Import, Export, Configuration...), Account Number, Browsing Time, IP Address, Cookie Information, Website History.

## Your Account - Registration

Your account is used to securely store the data collected by FleetHours or AbsencePlanner. We will use your email address occasionally to send information related to FleetHours or AbsencePlanner or related products/services or if there are updates you need to be aware of to ensure you can use your product in a safe, reliable way, without interruption or if there is a legal requirement to contact you.

You may also receive user credentials for FleetHours and/or AbsencePlanner products from your fleet manager. LogicWay B.V. advises you to do the following:

- Change your password upon first login
- Keep your account details confidential

- Use a long password that you do not use elsewhere

Your account is used to give you access to the data stored on the LogicWay B.V. servers. The information is kept with your account as long as this account exists or for as long as the fleet owner decides.

We will not share your LogicWay B.V. products account details with anyone else, unless explicitly and lawfully ordered to do so following due legal process.

## When data is uploaded to our servers

Upon your fleet manager's responsibility, your OnBoard Computers supplier(s) automatically and continuously uploads the data collected to LogicWay B.V. FleetHours servers. This happens in the background, even if you are not actively using the application.

All the other collected data are entered by the Client users via the FleetHours or AbsencePlanner User Interface or via Client's infrastructure connected to FleetHours or AbsencePlanner via APIs.

## Why We Collect It

Type of data	Type and purpose (Subject matter) of the Data Processing
Contact details, Employment contract, Times and activities, Vehicle used, Trip locations, Optionally : Fuel refill and consumption, Absence requests	Offer services as sold to the customers: Salary calculation, Driver activities, Vehicle use reporting and Absence requests
User Account Information, Application usage (Import, Export, Configuration...), Account Number, Browsing Time, IP Address, Cookie Information, Website History	Offer services as sold to the customers: Salary calculation, Driver activities, Vehicle use reporting and Absence requests

## How Your Data is Used

The Client fleet manager has decided the various purposes for which the data collected from your third-party vehicle and client devices will be used, who will have access and for how long the information is kept. Please refer to the information provided to you by your fleet manager for this.

## The Choices We Offer

### How to Access/Update Information

Please contact the responsible of your company to access or edit your personal information. You can also mail your request to [social-data-privacy@trimble.com](mailto:social-data-privacy@trimble.com).

### How to Protect Information

The information you upload in FleetHours or AbsencePlanner is stored in the European Union and is subject to European data protection laws. FleetHours and AbsencePlanner apply security methods based on industry standards, including technologies such as hashing and encryption to protect your information against unauthorized access, while stored and while being sent to and retrieved from the FleetHours and AbsencePlanner products.

LogicWay B.V. will not give anyone else access to your information or use it for any other purpose, unless explicitly and lawfully ordered to do so following due legal process.

Your information is stored in Ireland and Germany in Amazon data centers, governed by European data protection laws. LogicWay B.V. applies security methods based on state-of-the-art industry standards to protect your information against unauthorized access while stored and while being transmitted.

If the information we collect or use is to be shared with anyone else, we promise not to give anyone else access to the information that we collect or use it for any other purpose, unless you give us your permission or when we are explicitly and lawfully ordered to do so following due legal process.

## Contacting LogicWay B.V.

If you think that your information is not being used for the purpose for which you have provided it or if you have questions or requests, please contact the Human Resources Branch or Division in your department or agency.

You can also send your request to the following email address:

[social-data-privacy@trimble.com](mailto:social-data-privacy@trimble.com)

You can also contact LogicWay's mother company, Trimble, at the following address:

**Trimble Europe B.V.**  
Data Privacy Office  
Meerheide 45  
5521 DZ Eersel  
The Netherlands  
[privacy@trimble.com](mailto:privacy@trimble.com)