# ARTTIC COOKIE POLICY

## WHAT ARE COOKIES?

A cookie is a message that, subject to the User settings, is sent to its terminal when the User navigates on a website. The aim is to collect data regarding the internet navigation of the User to send tailor-made services to its terminal (computer, mobile phone or tablet).

## HOW THE iPOP PLATFORM USES COOKIES?

**ARTTIC** and third parties use a tracking technology on its terminal such as cookies whenever the User navigates on the Platform.

Cookies may be created and stored by the Platform you are visiting (first-party cookie) or by third parties, such as those who serve content or analytics services on the Platform (third-party cookies).

### Categories of cookies

- **Strictly Necessary**

These cookies are essential for the Platform to perform its basic functions. The Platform cannot function properly without these cookies. The user cannot refuse strictly necessary cookies.

| Service | Name | Purpose | Duration |
|---|---|---|---|
| Hivebrite | _hivebrite_session_store | [Ex: Allow registered Users to authenticate and perform account related functions] | Session |
| Hivebrite | Cookies_constent_list_fo | To record which cookies the user gives consent for | 6 months |
| LinkedIn | last_linkedin_sync | For signing in with your LinkedIn account | 2 months |
| Prisma Cloud | pcc_bpc | To run bot management and security filtering to protect our service | 1 month |
| Launch Darkly Tracker | | Used to control the release of new features | N/A |

- **Analytics and Performance**

Analytical cookies help the Company to understand how visitors gain access to or interact with the Platform. These cookies collect information on how users interact with the Platform and create statistics about the use of the Platform.

The Company uses these cookies to determine the kind of content and services the Users value most, which in turn helps the Company to improve the quality of service proposed by the Platform and usage as well as functionalities.

| Service | Name | Purpose | Duration |
|---|---|---|---|
| Google analytics | ● _gat_hivebriteTracker<br><br>● _ga<br><br>● _gid | For tracking the traffic | 1 minute<br><br>2 years<br><br>1 year |

▪ **Cookies for admins only - strictly necessary**

| Service | Name | Purpose | Duration |
|---|---|---|---|
| Hivebrite | search_path | Used for the user search in the BO and when you assign user to a role | Session |
| Hivebrite | Cookies_constent_list_bo | To record which cookies the admin gives consent for | 6 months |

**CONTROLLING COOKIES**

For cookies for which it is required to collect consent, the User is informed of the purpose of these cookies and is given the ability to consent or refuse through a banner at the bottom of the Platform homepage.

After customizing their cookies settings, users are able to reselect their preferences at any time. From the Public Pages, this is possible by clicking 'Reselect cookie consent' in the footer. From the Front Office, they can do this in Settings > Privacy > Cookies > Reselect settings. In both of these cases, the user's non-required cookies are destroyed, and the page refreshes, allowing them to select which cookies they accept.

To opt out of being tracked by Google Analytics across all websites, please visit https://tools.google.com/dlpage/gaoptout. On this website you'll find information about a browser plug-in that can be installed to prevent your data from being used by Google Analytics.

For cookies that do not require consent, the User may at all times configure its navigator in order to prevent the creation of cookie files.

However, certain functionalities of the services proposed by the Platform may not function properly without cookies. In addition, even if most navigators are configured by default and accept the creation of cookie files, the User has the possibility to choose to accept the creation of all cookies other than the functional cookies or to systematically decline them or to choose the cookies it accepts depending on the issuer by configuring the following settings:

- ***Firefox:***

https://support.mozilla.org/en-US/kb/clear-cookies-and-site-data-firefox

- ***Safari:***

https://support.apple.com/guide/safari/manage-cookies-sfri11471/mac

- ***Google Chrome***:

https://support.google.com/chrome/answer/95647

- ***Opera:***

https://www.opera.com/fr/use-cases/clean-browser-and-remove-trackers

- ***Edge:***

https://support.microsoft.com/en-us/microsoft-edge/delete-cookies-in-microsoft-edge-63947406-40ac-c3b8-57b9-2a946a29ae09