

Privacy policy of www.nri.com and NRI pages on marketplace.atlassian.com

This privacy policy contains the basic guidelines concerning personal data collected and used from www.nri.com and the NRI pages on marketplace.atlassian.com by Nomura Research Institute, Ltd., and its group companies (hereinafter collectively referred to as the "NRI Group").

As a company handling personal data, the NRI Group has established a privacy policy for processing personal data (meaning data concerning living individuals including data that enables the identification of the relevant person by name, date of birth, other statements). The NRI Group shall observe the Law Concerning the Protection of Personal Information, other applicable laws and ordinances, and this privacy policy.

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0. Personal data protection statement

- We shall observe designated internal rules for the collection, use and provision of appropriate personal data in accordance with the content and scale of each service.
- We shall develop and employ measures to prevent unauthorized access to personal data, including measures to prevent the loss, destruction, alteration, and/or leakage of personal data in the possession of NRI. Furthermore, in the event that tampering of said data should occur, corrective measures shall be promptly implemented.
- We shall observe all laws, ordinances, and standards concerning personal data.
- We shall sincerely and quickly handle customer complaints and consultation about personal data.
- We shall continually improve the systems utilized for personal data management.

1. Usage purposes

Upon specifying the purposes for use to the maximum extent possible, the NRI Group shall use personal data within the framework of the following purposes, except in cases in which the prior consent of the relevant person was obtained and in which the handling of said personal data is permitted as exceptional cases by the Law Concerning the Protection of Personal Information and/or other applicable laws and ordinances.

- Providing NRI Group's products and services, such as research activities, consulting services (concerning management, business operations, information systems, etc.), development and operation of information systems and computer network systems, information processing services, content services, and information provision services.
- Delivery of our publications such as Chiteki shisan sozo (Knowledge Creation and Integration), IT soryushon frontia (IT Solutions Frontier), etc.
- Providing information about new products and services
- Providing notifications of the NRI Group's latest information, various seminars and exhibitions
- Sending questionnaires on customer satisfaction, etc.
- Implementing marketing and promotional campaigns
- Management of contracts with customers
- Handling and processing the entrusted data including personal data

If the need arises to use personal data for purposes other than those specified above, consent of the relevant person shall be obtained for said purpose, except in cases in which the prior consent of the person was obtained or in which the handling of said personal data is permitted as an exceptional case by the Law Concerning the Protection of Personal Information and/or other applicable laws and ordinances.

The NRI Group may use a contractor to implement part of a service and may disclose personal data within the necessary range to such contractor. In this case, the NRI Group shall implement appropriate management in accordance with law and the standards determined by the NRI Group.

The NRI Group may record conversations with customers.

2. Personal data collection method

The NRI Group shall collect personal data in various methods. If you choose not to provide your personal data, you may not get some information and/or services, but it does not affect your access to the NRI Group websites. When the NRI Group collects your personal data, you will be notified of its usage purpose and method.

The NRI Group collects the following personal data:

i. Log file

To maintain the websites and improve the services, www.nri.com and the NRI pages and third-party services on marketplace.atlassian.com may record your access log. An access log contains the domain name, IP address, and access date and time of a customer who accessed the website.

ii. Usage data

Usage data refers to collected data about services and functions. This is obtained to investigate the usage trend of this software.

iii. Analytics information

Some of the products sold by the NRI Group on marketplace.atlassian.com contain a function to send product information on your system. Collected information is data about how you use the software and your operating environment, such as the number of accounts, the number of accesses, and your software version.

You can disable this analytics information collection by configuring the administrator settings appropriately.

vi. Product installer analysis, software update, and license information

Analysis information may be sent from the installer to the NRI Group during the installation of this software to grasp the status of installation problems. This software may also communicate with the NRI server to obtain your license information so that it can check updates and patches. Examples of information to be collected for these purposes include the version of the installed hosting service and the server ID, SEN, and IP address of your instance.

V. Cookies

The NRI Group shall use cookies in some contents to provide better services for customers when they revisit www.nri.com and marketplace.atlassian.com.

Cookies are designed to store the server information in the computers of customers who accessed the website. Recording the last visit date and time, the number of visits, and the entered information allows customers to easily use the functions selected last time. Cookies can identify your computer but do not retrieve your personal data (name, address, phone number, e-mail address, etc.).

3. Personal data usage method

The NRI Group shall get your approval before using your personal data and use it according to the purposes specified in 1. Usage purposes.

The NRI Group shall use personal data to provide and improve its own products and execute necessary tasks. These usage examples include the following:

- Providing products: The NRI Group shall use personal data to provide its own products.
- Supporting customers: The NRI Group shall use personal data to investigate malfunctions and handle inquiries.
- Improving products: The NRI Group shall use personal data to continuously improve its own products including the addition of new functions.
- Guaranteeing security and safety: The NRI Group shall use personal data to guarantee the security and safety of its own products and customers, detect and prevent fraud and/or abuse, and check the validity of software licenses.

- Complying with laws and/or ordinances: The NRI Group shall use personal data as required by law.

- Communication: The NRI Group shall use personal data to communicate with customers.

You have the right to revoke the consent for the use of your personal data. To revoke the consent, send an e-mail to aslead-support@nri.co.jp.

4. Entrustment, Disclosure, and Sharing of Personal Data

A. Outsourcing operation from the NRI Group to third parties

The NRI Group may outsource the operation of this software to third parties. The NRI Group shall carefully choose third parties and take measures to ensure that personal data is securely protected.

The NRI Group shall not share personal data with third parties for their marketing (including direct marketing).

B. Complying with laws and/or regulatory requirements

The NRI Group may disclose personal data to any third party to comply with applicable laws, regulations, legal procedures, and/or government requests.

C. Protecting NRI Group services

The NRI Group may disclose personal data to any third party in the following cases:

- When fulfilling the NRI Group contracts, policies, and/or service terms
- When guaranteeing the security of NRI Group products and services
- When protecting the NRI Group and people including customers from harm or illegal activities
- In an emergency situation where the NRI Group finds it necessary to disclose personal data

D. Transferring business

If the NRI Group transfers a portion of its business to another company due to divestiture or merger, the NRI Group will share personal data with the company according to the obligations of the NRI Group based on this privacy policy.

E. When consent is obtained

The NRI Group shall share your personal data with any third party after obtaining consent from you.

5. Retention of data

Personal data shall be stored for a time needed for the collection purpose and handled with extra care.

With consent from the user, the owner can store personal data for a time longer than its specified time unless the user revokes the consent. If required by legal obligations or authorities, personal data may be retained longer than its initial period.

When the retention period is over, personal data is deleted and will no longer be used.

6. Safety of data

To protect personal data, the NRI Group shall take appropriate measures as follows:

- Only persons with operational obligations can access personal data and shall have confidentiality.
- When data is transferred over the Internet as part of a website or cloud service, industry-standard HTTPS using TLS is used for encryption.

If you download and use any NRI product, you, not NRI, shall be responsible for protecting the data inside the product from being illegally accessed. We strongly recommend that the product administrator should enable encryption (HTTPS using TLS, etc.) during transmission to prevent data transmitted via a network from being intercepted and limit access to a database or device that stores data.

The safety of data transmission and a storage system used for this software is not necessarily guaranteed. Note that third parties are not responsible for the privacy, security, and authenticity of information collected by the NRI Group.

7. Customers' rights

Customers shall have the following rights:

- Checking, changing, or deleting personal data, discontinuing the use of entered contents, or clearing entered contents

(Deleting personal data, discontinuing the use of entered contents, or clearing entered contents requires the stop of services.)

- Objecting to direct marketing
- Limiting the disclosure of personal data

If you exercise these rights or have any questions about them, contact us using the information in "Contact". We will get back to you within one month.

8. Updates

This privacy policy is subject to change without prior notice due to the amendment of applicable laws and/or ordinances, changes in the policies of the NRI Group, etc. Changes in this privacy policy take effect when the NRI Group publishes the updated policy. Using services after the change means that you agree to the updated privacy policy.