Cookies Implementation Policy

November 2025

Version 1.0

Internal

Dream it, do it.

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Process: Manage Privacy
ID No: PMS_PO_05 Cookies Implementation Policy ver1.0|05/11/2025

Document Revision History		
Version	**Date**	**Description of Change**
1.0	**05/11/2025**	Initial version

This Cookies Policy (the "Policy") is applicable for the following websites created and operated by the PeopleCert Group ("PeopleCert", "we", "us", "our"): peoplecert.org, itil.com, languagecert.org, selt.languagecert.org as well as any other current or future websites created and owned by PeopleCert that use similar functionalities and are not yet mentioned herein. To ensure the smooth operation of these websites, we sometimes place cookies on your device to improve your browsing experience. Cookies can also be placed for other reasons, as explained in this Policy.

This Policy is a legally binding agreement between you and PeopleCert. Below it is explained what cookies are, what data they collect, how this information is used and how you can exercise your rights to withdraw your consent for non-essential cookies.

For further details on how PeopleCert collects, uses and manages your personal data, please refer to this website's Privacy Policy.

1 General

Cookies are small text files that contain browsing information and are stored in your device when browsing our website. At PeopleCert, we use this technology in order to offer improved user experience and better services.

Further details on the categories of cookies collected by PeopleCert can be found below.

2 Necessary

These are necessary for the website's operation, as well as to provide you with website functionalities that you choose to enable. They also help prevent misuse of our services and store your privacy preferences. Under applicable law, your action is not required for the acceptance of these cookies as their use is essential for the proper functioning of the website. Third party providers may have access to information in the cookies.

3 Preference

These facilitate the personalization of the website content. For instance, the language you choose, as well as the rest of your choices, allow us to offer you the optimum browsing experience, tailored to your preferences. Third party providers may have access to information in the cookies.

4 Statistics

These allow us to continuously improve the level of our services, by collecting and analyzing statistics regarding your landing to us from another website and the overall website traffic (e.g., number of visitors, most common searches). Third party providers may have access to information in the cookies.

5 Marketing

Your interaction with the PeopleCert website is analyzed by us and third-party providers for commercial and advertising purposes. This includes assessing how you engage with website content in order to deliver content and advertisements that are more relevant to your interests. Third party providers may have access to information in the cookies.

6 What options do I have?

You have three options regarding the use of cookies and similar mechanisms. You may choose to accept all cookies ("**Allow all**"), to enable full website functionality, you may refuse any non-essential cookies ("**Deny**") or customize your cookie preferences ("**Customize**"). The latter two options may limit certain features and affect your browsing experience.Necessary cookies are installed upon your website visit. As they are strictly necessary either from a technical perspective, or to offer you the website services or functionalities of your choice, applicable law allows us to install them without requiring any action or consent from you. Unfortunately, if you do not wish for Necessary cookies to be installed at all, you should not use our services and manually delete the cookies that have already been installed on your device. By selecting the button "**Deny**", which you will find next to the initial basic information that we provide, you continue your browsing only with the Necessary cookies. We will remember your choice for a year. When this period is over, or if you visit us from another device or a different browser, we will ask you again.

Preference, Statistics and Marketing cookies are installed if you select the "**Allow all**" button, which you will find next to the initial basic information that we provide, as well as underneath the expanding full notification (banner). We will remember your choice for 3 years. When this period is over, or if you visit us from another device or a different browser, we will ask you again.

By selecting the button "**Customize**", which you will find underneath the expanding full notification (banner), any of the Preference, Statistics or Marketing cookies will be installed, if you have ticked the relevant boxes. If you have not ticked any of the boxes and select "**Allow selection**", then only Necessary cookies will be installed. We will remember your choices for 3 years. When this period is over, or if you visit us from another device or a different browser, we will ask you again.

7 Customization of Cookies – Withdrawal of consent

At any time, you may change the choice you have made with respect to cookies and similar technologies on our website, for future use. Regardless of what your selection was the last time we asked you in the process explained above, you can decide again easily, directly and free of charge, through the pop-up banner, which will emerge again after selecting the "**Customize**" button.

For example, if you had selected "**Allow all**" and you changed your mind, you may select at the new pop-up banner any (or none) of the cookie categories you want to and then select "**Allow selection**". This action would act as a withdrawal of the consent you have already given to us, and it will apply for future use. Namely, from this change onwards, our website will not use (these particular) cookies and similar technologies on your device. In case you also wish to remove the cookies that had already been installed on your device before the withdrawal of your consent, then you may do so manually by following the instructions that you will find in the "Control via browser settings – Removal of cookies" section below.

8 Control via browser settings – Removal of cookies

You may also control and manage the cookies via the settings of the browser you use. Some of your options (depending on the browser) are, for example, acceptance of all cookies, notification before installation of cookies or the ban of their installation.

Through the settings of your browser, you may reverse any installation of cookies and similar mechanisms by our website, by deleting the files already stored.

To manage and deactivate cookies, you may follow the relevant instructions per browser:

- Internet Explorer
- Mozilla Firefox
- Google Chrome
- Safari
- Opera

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