

PRIVACY POLICY

The BGC & Cantor Group Mentoring Programme is managed using a web application (Platform) called MentorEase that has been customized especially for this programme. MentorEase is a web-based mentoring software product of Giant Step Inc. (“MentorEase” or “we”). The software may be used on a web browser or using a mobile app downloaded from the Apple App Store, Google Play Store or similar (“App”).

MentorEase is dedicated to maintaining high standards of confidentiality and privacy regarding the Personal Information received from Mentors, Mentees and Program Managers, in accordance with the obligations under the Personal Information Protection and Electronic Documents Act (PIPEDA) and other related privacy legislation including the EU General Data Protection Regulation (GDPR).

1. What Information MentorEase Collects

This Privacy Policy covers all of the ways MentorEase collects information.

1.1 Information required to register to use the software:

- * Profile-related contact information, such as name, phone, email and more
- * Matching-criteria related information, such as specific skills for development
- * Open-ended question - participants explain what they are looking to learn

1.2. Automatically collected information

While using the Platform information may be collected through cookies, activity logs, and other means that are either needed to operate the software or used to provide administrative support. Such information may include your IP address, any activity on the site and any data available through Google Analytics or similar web activity tracking tools.

2. What is the Information Used For

2.1 Basic usage of the software

MentorEase uses the information on behalf of BGC & Cantor Group for managing the mentoring program, which includes:

- * Enabling use of the Platform through the ability to match and communicate among Users
- * Mentoring program manager/s viewing all User data to ensure matches are made properly and communicating with Users to resolve any issues (typos, etc.).

- * Automatically sending emails through the system between Users, Users and administrators, support requests and program updates.
- * Inviting Users to participate in online surveys, possible webinars, offline events or other program-related activities.
- * Analysis of User activity to assess the status of the program
- * Collecting testimonials with permission for marketing the program
- * Analysis of all activity to improve the overall software and marketing the software with permissions
- * Training purposes
- * Legal requirements

and any other purposes detailed in this Privacy Policy

2.2 Cookies

A cookie is a string of information that a website stores on a visitor's computer, and that the visitor's browser provides to the website each time the visitor returns. MentorEase uses cookies to help MentorEase identify and track visitors, their usage of the Mentoring Program Platform, and their access preferences. Platform visitors who do not wish to have cookies placed on their computers should set their browsers to refuse cookies before using the Platform, with the drawback that certain features may not function properly without the aid of cookies.

3. What Information MentorEase Discloses and When

MentorEase only discloses information as permitted by law and agreed with BGC & Cantor Group and does not sell information to any third-parties.

3.1 Third-Parties that require some information disclosure

As required by BGC & Cantor Group, the software may be integrated with Third-Party services like SurveyMonkey, MailChimp, Google Analytics, LinkedIn or others for specific use cases and added functionality.

Please note that this Privacy Policy does NOT apply to content, activity or procedures of any third parties that MentorEase does not own or control. This would include third parties such as SurveyMonkey, MailChimp, Google, LinkedIn or any others ("Third Party Services"). MentorEase cannot provide any privacy level when using those Third-Party Services. We recommend reviewing carefully the privacy policies of any Third-Party Services you select to use.

3.2 Compelled Disclosure

MentorEase may disclose information if requested by:

- * Government agencies and/or law enforcement
- * As required by law, regulation or court order
- * To resolve a case of misuse of the software to harm human or property rights
- * To be included in a legal case or investigation if needed

3.3. In case we sell MentorEase

If we plan to sell the business in the future, that process would require disclosing information to third-parties in relation to the transfer of ownership of the business. In such a case the Users' privacy will stay the same as before, except that the new owner/s will have the same access as we do today. In such an event we will notify BGC & Cantor Group who will notify the Users about the change of ownership.

4. Software Security

MentorEase is compliant to security standards and uses various procedures to safeguard Users data from loss, misuse, unauthorized access, alteration or destruction in storage or transmission. Some of the procedures include encryption, securing the Open Web Application Security Project (OWASP)'s list of the ten most common vulnerabilities to acceptable score, locking data residency to Australian servers, disk encryption, firewalls, intrusion detection and others. MentorEase will keep your data only as long as you ask and required by law.

5. Compliance

5.1. Children's Online Privacy Protection Rule ("COPPA")

MentorEase is a mentoring software designed to only be used by adults and does not collect any information from children under 18 years of age. As such it does not need to comply to COPPA. To participate in the Mentoring Program you must be over 18 years old.

5.2. Personal Information Protection and Electronic Documents Act (PIPEDA)

MentorEase complies with PIPEDA privacy protections.

5.3. EU General Data Protection Regulation (GDPR)

MentorEase complies with GDPR.

6. What are your data protection rights?

MentorEase would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request MentorEase for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that MentorEase correct any information you believe is inaccurate. You also have the right to request MentorEase to complete the information you believe is incomplete.

The right to erasure – You have the right to request that MentorEase erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that MentorEase restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to MentorEase's processing of your personal data, under certain conditions.

The right to data portability – You have the right to request that MentorEase transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email.

7. Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit allaboutcookies.org.

How do we use cookies?

MentorEase uses cookies in a range of ways to improve your experience on our website, including:

- * Keeping you signed in
- * Understanding how you use our website
- * Log activity for troubleshooting in case there are technical issues

We do not use cookies for advertising, only to support the functionality of the site. MentorEase uses these cookies so that we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.

How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

8. Privacy policies of other websites

The BGC & Cantor Group Mentoring Programme website may contain links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

9. Changes to our privacy policy

MentorEase keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on July 9, 2023.

10. Contact

For any questions about this Privacy Policy please contact MentorEase at:

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