

PRIVACY POLICY — poa.com

This privacy policy will explain you how Poa Architects Ltd. and its affiliated entities (hereafter “POA”) uses the personal data we collect from you when you use our website or are doing business with POA or in any other way is interacting with POA. We wish to provide our visitors with information about our company and interact with business partners and any other person who takes an interest in POA while protecting their personal data.

Please take the time to read this privacy notice, as it provides information about the personal data that POA may collect and how it is processed.

Email Address – when you voluntarily provide it to subscribe to our newsletter.

Topics:

- .What data do we collect?
- .How do we collect your data?
- .How will we use your data?
- .What are your data protection rights?
- .How long the personal data will be stored?
- .Withdrawal of consent
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WHAT DATA DO WE COLLECT?

POA may process personal data of potential and existing clients and collaborators, visitors of this website (“you”) and any other person who takes an interest in POA related to carrying out the business of POA. In this regard, POA may process personal data such as name, email, phone number, mail conversations, address, and other contact details, job title, job position, CV and personal data contained therein as well as information about our business relations.

The personal data is received from you directly, from the organization that you represent and or from any other party that may be associated to POA’s business.

HOW DO WE COLLECT YOUR DATA?

.E-mail exchanges and communication with us
Personal data about you and in relation to our business communication will be collected when you communicate with us regarding potential or existing business topics. The personal data is collected from you directly.

.Social Media

POA uses social media, such as Facebook, LinkedIn, Twitter, Instagram, to reach and communicate with target groups, such as customers, potential employees, partners, decision makers and the general public. The purpose is to strengthen POA’s position as a consultant, employer, and expert.

POA may process personal data that you have made available through social media including your interactions with POA on these channels. With your consent, POA may also credit you for your work associated to POA’s business. The personal data is collected from you directly, and through social media.

.Visits to our offices

POA hosts visitors across our offices. In this regard, POA may process personal data such as name, email, phone number and other contact details. If your visit is planned, we may send your contact details to reception before your visit. If you arrive without an appointment, you will need to enter your personal data.

Furthermore, POA may process personal data such as device and IP address, if you choose to use our Wi-Fi. The personal data is collected from you directly or from the organization you represent.

.Recruitment

POA’s processing of your personal data in connection with our recruitment activities is to assess your qualifications and suitability for a solicited role you have applied for, or if you have submitted an unsolicited application. The personal data may also be used to contact you to progress your application with a view to offering you an employment contract, and may further be used to screen if other open job vacancies might be of interest to you.

When applying for a position within POA, you will be requested to submit personal data such as your name, email, phone number, resume, CV, cover letter, primary language, experience, education, qualifications and any other relevant information required for POA to evaluate your application.

If you are called in for an interview, POA may also process personal data you provide during the interview. Under certain circumstances, POA may ask you to provide contact details to referees from former employer to collect information about you. The personal data is collected from you directly.

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HOW WILL WE USE YOUR DATA?

The processing of your personal data will in some cases be necessary for business related matters and the performance of a contract entered into between POA and you or the organization you present or for the purpose of potential new business. The processing may also be necessary to comply with requests from you. In addition, the processing of your personal data may be based on our legitimate interest in conducting marketing activities and to develop and evaluate our content, blog posts, and services as well as conducting statistics.

We will only use your personal data for the specific purpose for which you gave consent.

WHAT ARE YOUR DATA PROTECTION RIGHTS?

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

.The right to access: You have the right to request POA 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 POA correct any information you believe is inaccurate. You also have the right to request POA to complete information you believe is incomplete.

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

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

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

The right to data portability: You have the right to request that POA 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: press@i-poa.com

HOW LONG THE PERSONAL DATA WILL BE STORED?

POA stores personal data as long as it is necessary for the purpose(s) for which the data is collected. Your personal data will be deleted when we no longer need to process the data to fulfill one or more of the purposes mentioned above. However, your data may be processed

and stored for a longer period in anonymized form or if we are required to do so by law.

WITHDRAWAL OF CONSENT

You may at any time withdraw any consent you may have given. Should you wish to withdraw your consent you may contact us at press@i-poa.com. With respect to newsletters and other electronic marketing material, you may also use the "unsubscribe link" in the email or other communications which you receive from us.

PRIVACY POLICIES OF OTHER WEBSITES

The POA website contains 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.

CHANGES TO OUR PRIVACY POLICY

POA keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on November 1st, 2025.

QUESTIONS/COMPLAINTS

If you have any questions or complaint, or you would like to exercise one of your data protection rights, please do not hesitate to contact us at press@i-poa.com. You may also file a complaint with the Cyberspace Administration of China (CAC) if necessary.

POA COOKIE POLICY

The Poa Architects Ltd. website does not collect personal data or IP addresses of our visitors. We use the basic version of Google Analytics to track the number of visitors on our site, but we have anonymized our users' IP addresses, which prevents the collection of personal data from our Google Analytics tracking code.