

COOKIE POLICY

Many Websites, including **myoffice.dubadu.com** (hereinafter referred to as “the Website”), use techniques to enhance user-friendliness and to make the Website as interesting as possible for each visitor.

We believe it is essential for you to be informed about the cookies that our Website uses and for what purpose they are used.

When you first visit our Website, a cookie consent banner will appear, allowing you to accept or reject non-essential cookies (such as analytical cookies). Your preferences will be remembered and can be updated at any time via the Cookie Settings section.

What are cookies?

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer's hard drive.

Cookies serve various functions, such as remembering your settings, helping us evaluate how the Website performs, and suggesting content that we think will be most relevant to you.

Most cookies don't gather personal data, but instead collect general information, like how visitors navigate and use the Website.

How does our Website use cookies?

Our Website may place and access certain first-party cookies on your computer or device. First-party cookies are those placed directly by us and are used only by us. We use cookies to facilitate and improve your experience of our Website and to provide and improve our services. We have carefully chosen these cookies and have taken steps to ensure that your privacy and personal data is protected and respected at all times.

Some cookies used in partner accounts may relate to user identification and secure session management. These are essential for providing access to personalized content and partner-specific data.

Our cookies

We use some or all of the following types of cookies:

1. **Session Cookies:** These are temporary cookies that are deleted when you close your browser. They help with navigation and enhance the functionality of the Website during your visit.
2. **Persistent Cookies:** These cookies remain on your device for a longer period or until you manually delete them. They enable us to remember your preferences, making your future visits more convenient and personalized.
3. **Analytical Cookies:** We use these cookies to gather data on how visitors interact with our Website. This helps us understand traffic patterns and user behavior, which in turn allows us to improve our services and enhance your browsing experience.

Third-Party Cookies

In addition to first-party cookies, our Website **may use third-party cookies** provided by trusted service providers to enhance functionality, monitor Website usage, and personalize content. These may include, for example, analytics providers (such as Google Analytics), customer support tools, or embedded content from external platforms.

Such third-party cookies are governed by the respective privacy policies of those providers and may collect anonymized data about your browsing behavior across this and other websites.

We carefully select these partners and take reasonable steps to ensure that your privacy is respected and protected at all times.

You can review and manage your preferences regarding third-party cookies in the Cookie Settings section of our Website.

Changes to this Cookie Policy

We may alter this Cookie Policy at any time. If we do so, details of the changes will be highlighted at the top of this page. Any such changes will become binding on you on your first use of our Website after the changes have been made. You are therefore advised to check this page from time to time.

In case of any conflict between the current version of this Cookie Policy and any previous version(s), the provisions current and in effect shall prevail unless it is expressly stated otherwise.

How to Manage Cookies

You can manage your cookie preferences in the following ways:

Browser Settings: You can configure your browser to accept or refuse cookies, or to notify you when a cookie is set. Instructions for managing cookies are available in your browser's help section. Please note that blocking cookies may limit the functionality of certain features of the Website.

Cookie Management Tools: Some browsers provide a "Do Not Track" feature, which allows you to automatically indicate your cookie preferences.

For more detailed information, you can consult specific instructions for your browser.

From this Website: You can directly manage your cookie settings from our Website by navigating to the Cookie Settings section, where you can enable or disable different types of cookies, including analytical and persistent cookies.

Compliance with Legal Regulations (GDPR & CCPA)

Our Website is committed to complying with international privacy regulations, including the General Data Protection Regulation (GDPR) and the California Consumer Privacy Act (CCPA). If you are a resident of the European Union or California, you have the right to:

- Be informed about the cookies we collect.
- Consent to or refuse the use of cookies.
- Withdraw your consent at any time.
- Request access to or deletion of any personal data that may have been collected (where applicable).

Contact Us

If you have any questions or concerns about our cookie policy or the use of your personal information, please contact us at school@dubadu.com.

Effective Date: October 23, 2025