

ACCEPTANCE OF THE TERMS OF USE

The company under the name **PCM Methods & Procedures Consultants Limited Liability Company**, hereinafter referred to as "**PCM Ltd.**", operates the website <https://www.pcm-consulting.gr/>, hereinafter referred to as the "**Website**", and all information or material contained therein (e.g. photographs, texts, graphics), hereinafter referred to as the "**Material**", for the purpose of presenting information concerning its business activities to the public.

The use of the Website and the Material is subject to these Terms of Use, hereinafter referred to as the "**Terms of Use**", as applicable from time to time, which constitute the agreement between **PCM Ltd.** and each person visiting the Website in relation to its use, hereinafter referred to as the "**User**" or "**Users**".

Access to and use of the Website in any manner whatsoever, including simple browsing, constitutes the User's unconditional acceptance of the Terms of Use, as applicable from time to time.

AMENDMENT OF THE TERMS OF USE

PCM Ltd. reserves the right to amend the Terms of Use and any other rules governing the use of the Website at its sole discretion, notifying Users of each amendment by means of a relevant announcement on the Website's home page.

The Terms of Use shall indicate the date on which they were last updated. Continued use of the Website by the User following such an announcement shall constitute acceptance of the amendments.

Use of the Website is subject to the Terms of Use in force at the time of use. The User should periodically review the Terms of Use in order to remain informed of their content and is solely responsible for keeping themselves informed accordingly.

SPECIFIC TERMS

Where the use of any service offered through the Website is governed by specific terms of use, such terms shall be considered together with these Terms of Use. In the event of any conflict, however, the specific terms governing the relevant service shall prevail.

USE OF THE WEBSITE BY MINORS

By accepting the Terms of Use, the User declares that they are an adult over the age of 18 or, if under the age of 18, that they have obtained the necessary consent of the person or persons exercising parental responsibility over them and that they will provide the relevant details if requested to do so.

Persons exercising parental responsibility over minors are required to protect minors from accessing content intended for adults and shall bear sole responsibility if they fail to do so.

It is the policy of **PCM Ltd.** not to conduct prior review of material or information provided by each User. **PCM Ltd.** shall bear no responsibility for any access via the Internet to

information, goods or services that are unlawful, contrary to accepted standards of morality, inappropriate or unsuitable for certain categories of persons, particularly minors.

If a User considers that the Material or any part thereof infringes in any way their rights or the rights of third parties, they may send an email to pcm@pcm-consulting.gr, precisely identifying the Material or the part thereof that they consider to be infringing and stating the reasons supporting their claim.

LIABILITY OF PCM METHODS & PROCEDURES CONSULTANTS LTD. FOR CONTENT

The Website is provided on an “as is” basis and may be modified by **PCM Ltd.**, without the User having the ability to make modifications or other interventions.

PCM Ltd. makes every reasonable effort to ensure that the Website is safe to use and that the information provided through it is accurate, complete, valid, reliable and up to date.

Nevertheless, Users acknowledge and accept that, due to the nature and development of the company’s products and services, as well as the nature and technical requirements of the Internet, **PCM Ltd.** may not at all times be able to exercise complete control over all content and the security of its Website and services.

PCM Ltd. does not undertake, warrant or assume any liability whatsoever regarding the lawfulness or otherwise of Users’ use of the Website or regarding the accuracy, completeness, currency or security of the Website’s content.

Users therefore agree that they must independently evaluate the content and that they are solely responsible for any actions taken on the basis of their use of the Website, including any decision to rely upon the accuracy, completeness and/or validity of its content.

Use of the Website is at the User’s own risk.

To the extent that exclusion of liability is permitted by law, **PCM Ltd.**, its employees, executives, representatives or any third party involved in the creation, production or publication of the Website shall not be liable for any direct, indirect, non-pecuniary, actual or other loss or damage arising out of or in connection with the use of the Website or the Material, including, without limitation, the inadvertent downloading of computer viruses from the Website or from electronic messages sent from or to it.

LINKS TO OTHER WEBSITES

The Website may contain links to websites owned or operated under the supervision of third parties other than **PCM Ltd.**

Such links are provided solely for the convenience of the User. **PCM Ltd.** does not control and is not responsible for the operation, content, privacy policies or security of such websites.

By way of example, **PCM Ltd.** shall not be liable where third-party websites:

- infringe the rights of third parties;
- are insecure, inaccurate, incomplete or misleading;

- contain viruses or other destructive programs.

PCM Ltd. does not endorse the content, products or services offered on such websites and is not affiliated with the operators of those websites.

Where websites refer through links or hyperlinks to other websites, the owners and/or administrators of those websites bear full civil and criminal responsibility for the security, legality and validity of their content, and any liability on the part of **PCM Ltd.**, including liability for infringement of intellectual or industrial property rights, is expressly excluded.

If the User connects to such websites, the User does so entirely at their own risk and **PCM Ltd.** shall have no involvement or responsibility in relation to such connection or access.

INTERNATIONAL ACCESS

The Website may be accessed from anywhere in the world.

The Website may refer to services that are not available in the country of a particular User. Such references do not imply that **PCM Ltd.** intends to make those services available in the relevant countries.

PCM Ltd. is a Greek company subject to Greek law and controls, manages and is responsible for the operation of the Website.

Without prejudice to the provisions of these Terms regarding liability for content, **PCM Ltd.** does not warrant and accepts no liability as to whether the Website, the Material and/or the services referred to therein are lawful in countries outside Greece.

If the User accesses the Website from a location outside Greece, the User is solely responsible for compliance with applicable local laws.

INTELLECTUAL AND INDUSTRIAL PROPERTY – GRANT OF LICENCE

Proprietary Rights

The Website, including its software, as well as the Material contained therein from time to time, constitutes intellectual and/or industrial property of **PCM Ltd.** and is protected by the relevant provisions of Greek, European Union and international law concerning the protection of intellectual and industrial property.

The compilation of the content and the arrangement of the elements contained on the Website from time to time also belong exclusively to **PCM Ltd.** and are protected by the relevant provisions of Greek, European Union and international law.

Nothing herein grants the User any proprietary right in the Website or the Material, other than the rights of use expressly provided for in these Terms of Use.

PCM Ltd. expressly reserves all intellectual property rights relating to each and every element of the Website and the Material, including, without limitation, copyright, industrial property rights relating to product or service trademarks, trade names, distinctive signs and similar rights.

Grant of Licence – Restrictions on Use

Provided that the User complies with the Terms of Use and the Privacy & Personal Data Protection Policy, **PCM Ltd.** grants the User, free of charge, a limited, non-exclusive, non-transferable and non-assignable licence to access, load and display the Website and the Material on the screen of their device and generally to use them for the purposes specified in these Terms of Use.

In this regard, each User acknowledges and accepts that the Website and its Material are intended solely for personal and not for commercial use.

Each User is entitled to download and/or copy and/or store an individual part of the Website Material strictly for personal use and not for commercial purposes, provided that the indications of its origin are not removed and that all proprietary rights of **PCM Ltd.** are protected against infringement.

For any other purpose, the above actions shall be permitted only with the prior written consent of **PCM Ltd.**

Access to the Website or any of the aforementioned actions shall under no circumstances result in the creation of any right, title or legal interest in any part or the entirety of the Website that has been downloaded, copied and/or stored.

Except for the permitted uses expressly stated above, the Website and its Material may not, in whole or in part and by any means, be reproduced, copied, leased, sold, sublicensed, assigned, transferred, exported, transmitted, retransmitted or distributed by any User, nor may they be lent or otherwise made available for use.

Under no circumstances may the Website be used for commercial purposes.

The modification, alteration, adaptation, translation or any other transformation of the Website or the Material, as well as the creation of derivative works or improvements, is expressly prohibited.

Likewise, disassembly, reconstruction or any other attempt to obtain the source code of the Website, as well as decompilation, except to the extent permitted by law, is prohibited.

The creation and/or publication of a database containing substantial parts of the Website without the prior express consent of **PCM Ltd.** is also prohibited.

On the basis of the foregoing, the User undertakes not to create any work derived from or based on the content of the Website and not to copy, reproduce, republish, upload, modify, transmit, sell or exploit in any way, in whole or in part, the Website, the software relating thereto or its Material.

Furthermore, the User undertakes not to index the Website, frame it within another website, create links providing direct access from another website to its internal information, mirror the Website on another server or grant any right in the Website to a third party without the express prior written consent of **PCM Ltd.**

Actions intended to circumvent or breach security rules or content usage rules provided, applied or enforced by any functionality contained on the Website, including, among other things, digital rights management functionality, are also prohibited.

Use of the Website to access, copy, transfer, encode or retransmit content in violation of any law or of the rights of **PCM Ltd.** or third parties is prohibited, as is the removal, concealment or alteration of copyright notices, trademarks or notices of other proprietary rights belonging to **PCM Ltd.** or third parties that are affixed to, contained in or accessed in conjunction with or through the Website.

The Website may not be used in any unlawful manner, for any unlawful purpose or in violation of applicable laws or regulations, including Greek intellectual property legislation and relevant provisions of European and international law.

By using the Website, Users unconditionally accept, agree and undertake to make lawful and appropriate use thereof, particularly in accordance with the terms set out herein.

Any use of the Website that constitutes a breach of the Terms of Use is strictly prohibited and shall automatically terminate the licence granted above.

The licence granted to the User may be freely revoked by **PCM Ltd.** without prior notice.

It is a fundamental principle of **PCM Ltd.** to respect and protect the intellectual property rights of third parties.

If, however, a User believes that their intellectual property rights are being infringed through the Website, they may notify **PCM Ltd.** by sending an email to pcm@pcm-consulting.gr, identifying the part of the Website that they consider to infringe their rights and stating the reasons on which they base their claim.

PERSONAL DATA AND PRIVACY PROTECTION

For information concerning privacy protection and the processing of personal data, please read the **PRIVACY & PERSONAL DATA PROTECTION POLICY**, which forms an integral part of these Terms of Use.

OFFICIAL SERVICE

The User agrees not to create or provide methods whereby participation in or access to the Website may take place through other websites or in a manner not approved by **PCM Ltd.**

The User undertakes and agrees not to use computer or electromechanical equipment, software or any other method not approved by **PCM Ltd.** that may interfere with or affect the Website.

AVAILABILITY AND SECURITY

Availability and Proper Operation

PCM Ltd. makes every reasonable effort to maintain the Website and ensure its availability.

Users nevertheless acknowledge that the Internet is not a secure medium and that the availability of the Website may be affected by Users' equipment, other communications networks, Internet service providers, a large number of persons attempting to use the Website simultaneously or other causes.

For these reasons, Users agree that **PCM Ltd.** shall bear no liability for any interruption or malfunction of the Website.

Neither the Website nor **PCM Ltd.** has any involvement in the provision of Internet access services, and the User remains solely responsible for paying all amounts due to the relevant service providers and for securing their own access to the Internet.

Users agree and accept that **PCM Ltd.** may modify and/or temporarily or permanently discontinue the operation of all or part of the Website, with or without prior notice to Users.

For this reason, **PCM Ltd.** shall not be liable for any kind of loss or damage resulting from interruption or malfunction of the Website, inability of Users to access it, suspension of the Website in whole or in part, delays, non-delivery, interruption or poor quality of reception of its services, loss of content or the occurrence of errors of any kind.

PCM Ltd. does not warrant that the Website will be compatible with each User's computer, hardware or software.

SOFTWARE AVAILABLE ON THIS WEBSITE

The intellectual property rights or other rights in software made available for the purpose of accessing the Website belong to **PCM Ltd.** or its providers/licensors.

In order to access information on the Website, the User may be required to enter into a licence agreement with third-party software providers.

The User's ability to access such information may depend on whether they have entered into such licence agreements.

Use of such software is governed by the terms of the respective licence agreement accompanying the software.

PCM Ltd. accepts no responsibility for arranging such licences.

Users are advised not to install or use software unless they have obtained the relevant licence. If a User nevertheless does so without the appropriate licence, they do so at their own risk.

MAINTENANCE

In all cases, **PCM Ltd.** reserves the right at any time to suspend temporarily or permanently the operation of all or part of the Website for maintenance, upgrading or any other reason, without incurring any further liability.

SECURITY

Although **PCM Ltd.** makes every possible effort to protect the Website from viruses and/or any other harmful or destructive files or programs designed to interfere with, destroy or limit the operation of any software or telecommunications equipment, it cannot guarantee that the Website will never be affected by such elements.

Accordingly, the integrity and protection of each User's software systems and equipment are the responsibility of the User, and **PCM Ltd.** shall bear no liability in the event that Users' electronic equipment, whether software or hardware, is affected by viruses or other harmful files of the kind described above.

USER OBLIGATIONS

Users accept and agree that they shall make lawful use of the Website.

By way of example and without limitation, Users undertake that, when using the Website, they shall:

- not act in a manner that prevents and/or makes impossible the proper and/or lawful use of the Website and other websites connected to it by other Users;
- not act in any way that infringes the intellectual or industrial property rights of **PCM Ltd.** or third parties;
- not act in any manner intended to mislead any third party regarding the origin of the Website's content and/or damage the reputation of **PCM Ltd.** in any way;
- not install, distribute and/or transmit through the Website digital viruses and/or any other harmful or destructive files and/or programs designed to destroy or restrict the operation of any software or telecommunications equipment or to prevent other Users from using the Website;
- not install or distribute in any manner unsolicited or unauthorized advertising messages of any kind, unsolicited electronic messages (spam), or otherwise distribute unwanted information;
- not upload or otherwise transmit material or information that they are not entitled to disclose pursuant to legal provisions or private agreements, including confidential information;
- not act in a manner that infringes any rights or the personality rights of third parties, and in particular not act in a way that causes harm to minors;
- not interfere with or jeopardize the security of, or otherwise cause damage to, the Website, the Material hosted thereon, the source code of the software comprising the Website, the server hosting it and/or networks connected to or accessible through the Website or other websites linked to it;
- not pursue any purpose prohibited by these Terms of Use;
- not engage in actions that may constitute or encourage conduct that could be regarded as a criminal offence, give rise to civil liability or otherwise violate any law;
- not publish or transmit any material containing threatening, false, misleading, offensive, harassing, defamatory, vulgar, immoral, scandalous, pornographic or blasphemous content. **PCM Ltd.** shall fully cooperate with all law enforcement authorities and comply with any court order requesting or directing disclosure of the identity of any person publishing or transmitting such information or material;
- not collect email addresses or other User information from the Website by electronic or other means for the purpose of sending unsolicited commercial or other communications;

- not upload, transmit, store or otherwise make publicly available photographs of third parties without their consent;
- inform **PCM Ltd.** immediately upon becoming aware of any unlawful or prohibited use of the Website by third parties.

It is expressly clarified that the use of the Website by the User for advertising or promotional offers is prohibited unless otherwise expressly agreed with **PCM Ltd.**

Any use of any element of the Material other than as provided for in these Terms of Use is strictly prohibited without the written permission of **PCM Ltd.**

In the event of a breach of the Terms of Use, **PCM Ltd.** shall make full use of all legal remedies available to it under the law, including criminal prosecution where applicable.

BREACH OF THE TERMS OF USE

In the event of any breach of these Terms of Use, Users shall be liable to compensate **PCM Ltd.** for any actual loss and/or loss of profits suffered by it.

Failure by **PCM Ltd.** to exercise any of its rights arising from these Terms of Use shall not constitute a waiver of such rights.

PCM Ltd. expressly reserves the right to monitor compliance with these rules at its sole discretion.

INDEMNIFICATION

The User agrees to protect, defend and indemnify **PCM Ltd.**, its associates, employees and personnel generally against any loss, damage and expense, without limitation, which they may incur and which arises out of or is connected, directly or indirectly, with the User's misuse of the Website or breach of the Terms of Use.

TERMINATION

PCM Ltd. reserves the right to terminate, without compensation and without any further liability, the agreement entered into pursuant to these Terms with any User immediately and without notice if the User breaches the Terms of Use or any part thereof, or if **PCM Ltd.** is unable to verify information provided by the User in connection with their use of the Website.

ENTIRE AGREEMENT – SEVERABILITY

These Terms of Use, together with any other rules to which they refer or which are made available on the Website, constitute the entire agreement between **PCM Ltd.** and each User regarding the use of the Website.

If, for any reason, any provision of these Terms of Use is held by a competent court to be invalid or unenforceable, the validity and enforceability of the remaining provisions shall not be affected or impaired.

EVIDENTIARY MATERIAL

A printed version of the Website and of these Terms of Use, as well as any correspondence in electronic form, shall be admissible as evidence before judicial or administrative authorities.

GOVERNING LAW AND JURISDICTION

These Terms of Use and any amendments thereto shall be governed by **Greek law**.

Any dispute arising out of this agreement that cannot be resolved out of court shall be subject to the jurisdiction of the competent courts of **Athens, Greece**, according to subject-matter jurisdiction.

All rights and remedies under these Terms of Use are cumulative and do not exclude any other rights or remedies provided by law or by any other agreement.

CONTACT

For any questions or clarifications relating to the Website, Users may contact pcm@pcm-consulting.gr.