

# COOKIE POLICY

My-DO

Last updated: 06/05/2026

This Cookie Policy explains how Digita SRL uses cookies and similar technologies on the My-DO website, web application and related services.

My-DO currently uses only technical cookies and similar technologies that are strictly necessary to provide, secure and operate the website and the Service.

We do not currently use analytics cookies, marketing cookies, profiling cookies, advertising cookies or third-party tracking cookies.

## 1. Who We Are

My-DO is provided by:

Digita SRL  
Via Verdi 3  
24121 Bergamo, Italy  
VAT / Tax Code: 04334180165  
Company identification number: IT04334180165  
PEC: pec.digita@legalmail.it  
Email: info@digita.work

For any questions about this Cookie Policy, you may contact us at info@digita.work.

## 2. What Is a Cookie?

A cookie is a small text file that is stored on your device, such as a computer, tablet or smartphone, when you visit a website or use an online service.

Cookies and similar technologies may allow a website or service to recognise your device, keep you logged in, remember technical preferences, maintain session security, route requests correctly or ensure that the service works properly.

## 3. What Cookies Does My-DO Use?

My-DO currently uses only technical cookies and similar technologies.

Technical cookies are necessary for the functioning, security and availability of the website, web application and Service. They are usually set in response to actions you take, such as logging in, authenticating your account, completing forms, maintaining a session, configuring privacy or security settings, or accessing protected areas of the Service.

Because these cookies are strictly necessary to provide the Service requested by the user, they do not require prior consent under applicable cookie rules. However, you may still

block or delete them through your browser settings, as explained below. If you do so, some parts of the website or Service may not work properly.

#### 4. Categories of Technical Cookies Used

My-DO may use technical cookies and similar technologies for the following purposes:

(a) Authentication and session management

To allow users to log in, maintain a secure session and access their account or authorised organisation.

(b) Security

To protect the website and Service against unauthorised access, abuse, fraud, attacks, suspicious activity or technical misuse.

(c) User preferences

To remember strictly necessary settings, such as language, interface or privacy preferences, where applicable.

(d) Service functionality

To enable core features of the website, web application and mobile-related services.

(e) Load balancing and technical routing

To ensure that requests are routed correctly and that the Service remains available and stable.

(f) Form and request management

To allow users to submit forms, requests, support messages or account-related actions.

(g) Error prevention and technical diagnostics

To detect technical issues, maintain service reliability and ensure proper functioning of the Service.

#### 5. Cookie List

As of the date of this Cookie Policy, My-DO uses only technical cookies and similar technologies. The specific cookie names may vary depending on the technical configuration of the website, web application, authentication system, hosting environment or security infrastructure.

The following table describes the categories of cookies that may be used.

Category	Purpose	Provider	Type	Consent required
Authentication cookies	Login, account access and session management	My-DO / Digita SRL	Technical	No
Session cookies	Maintaining user sessions and service continuity	My-DO / Digita SRL	Technical	No
Security cookies	Fraud prevention, abuse prevention and protection against unauthorised access	My-DO / Digita SRL / infrastructure providers	Technical	No
Preference cookies	Remembering strictly necessary settings, such as	My-DO / Digita SRL	Technical	No

	language or privacy preferences			
Load balancing or routing cookies	Ensuring availability, routing and service stability	My-DO / Digita SRL / infrastructure providers	Technical	No
Form management cookies	Allowing forms, login flows or requests to function correctly	My-DO / Digita SRL	Technical	No

My-DO does not currently use:

- Analytics cookies
- Marketing cookies
- Advertising cookies
- Profiling cookies
- Third-party tracking cookies

## 6. No Analytics or Marketing Cookies

My-DO does not currently use third-party analytics cookies or SDKs such as Google Analytics, Firebase Analytics, Mixpanel, Amplitude, PostHog or similar tools.

My-DO does not currently use marketing, advertising, retargeting or profiling cookies.

If Digita SRL introduces analytics, marketing, advertising or other non-essential cookies in the future, this Cookie Policy will be updated and, where required by applicable law, such cookies will be used only after obtaining your prior consent.

## 7. Internal Operational Analytics

My-DO may process internal operational and technical data generated by the use of the Service, such as token consumption, usage metrics, API call logs, activity logs, feedback trends and last activity timestamps.

These internal analytics are used for service administration, security, support, billing verification, performance monitoring and improvement of the Service.

These internal analytics do not currently rely on third-party analytics cookies or marketing cookies.

More information about how Digita SRL processes personal data is available in the My-DO Privacy Policy.

## 8. Cookie Management

Because My-DO currently uses only technical cookies, no cookie consent banner is required for analytics, marketing or profiling purposes.

You can still control or block cookies through your browser settings. Please note that blocking technical cookies may prevent the website, web application or Service from functioning correctly.

You can manage cookies in your browser using the following instructions:

Chrome: <https://support.google.com/chrome/answer/95647>

Safari: <https://support.apple.com/guide/safari/manage-cookies-sfri11471/mac>

Firefox:

<https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>

Microsoft Edge:

<https://support.microsoft.com/microsoft-edge/delete-cookies-in-microsoft-edge>

Opera: <https://help.opera.com/en/latest/web-preferences/#cookies>

## **9. Changes to This Cookie Policy**

We may update this Cookie Policy from time to time to reflect changes in the cookies or similar technologies used by My-DO, changes in the Service, legal requirements or technical developments.

If we introduce non-essential cookies, analytics cookies, marketing cookies, advertising cookies or profiling cookies, we will update this Cookie Policy and, where required, request your consent before using them.

## **10. Contact**

For questions about this Cookie Policy, please contact:

Digita SRL

Via Verdi 3

24121 Bergamo, Italy

Email: [info@digita.work](mailto:info@digita.work)

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