

Terms of Service – Work6

Effective Date: 10 February 2026

Last Updated: 10 February 2026

Welcome to **Work6**, a web-based Human Resource Management System (the “Platform”) developed and provided by **Astea Solutions AD** (“Astea Solutions”, “we”, “our”, or “us”). These Terms of Service (“Terms”) govern your access to and use of the Platform. By using Work6, you agree to these Terms. If you do not agree, do not use the Platform.

1. Eligibility

You must be at least 18 years old and legally capable of entering into an agreement to use Work6. By accessing the Platform, you represent and warrant that you meet these requirements.

2. Account Registration

- To access Work6, you must create an account.
 - You agree to provide accurate, complete, and current information during registration.
 - You are responsible for maintaining the confidentiality of your login credentials and all activities under your account.
 - Notify us immediately if you suspect unauthorized access to your account.
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3. Use of Work6

- Work6 is intended for managing human resources, including employee records, leave management, availability records, project allocations, and related HR activities.

- You agree to use the Platform only for lawful purposes and in compliance with these Terms.
 - You shall not:
 - Use Work6 to violate any law, regulation, or third-party rights.
 - Interfere with or disrupt the Platform or servers.
 - Attempt to access unauthorized accounts or data.
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4. User Content

- You retain ownership of the content you upload to Work6 (“User Content”), including employee information, and HR data.
 - By uploading User Content, you grant Astea Solutions a worldwide, royalty-free, non-exclusive license to store, process, and display it as necessary to provide the Platform.
 - You are solely responsible for the accuracy, legality, and appropriateness of your User Content.
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5. Data Protection and Privacy

- Astea Solutions processes personal and employee data according to our **Privacy Policy**, in compliance with **GDPR** and local laws.
 - By using Work6, you consent to the collection, processing, and storage of employee data as necessary to operate the Platform.
 - You agree to use Work6 in a manner consistent with applicable data protection and labor laws, including obtaining all necessary employee consents for data processing.
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6. Fees and Payment

- Access to certain Work6 features may require subscription fees.
 - Fees are detailed in your contract.
 - We may modify fees or introduce new charges with prior notice.
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7. Intellectual Property

- All intellectual property rights in Work6, including software, documentation, logos, and trademarks, are owned by Astea Solutions.
 - You are granted a limited, non-transferable, non-exclusive license to use Work6 for internal HR management purposes only.
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8. Third-Party Integrations

- Work6 may integrate with third-party services (e.g., users login providers, calendar providers, cloud storage). Your use of these services is governed by their terms and privacy policies.
 - Astea Solutions is not responsible for any issues arising from third-party services.
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9. Security and Confidentiality

- You agree to implement reasonable security measures to protect employee and HR data accessed through Work6.
 - Employee data is confidential. Unauthorized access, sharing, or disclosure of employee data is strictly prohibited.
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10. Termination

- Astea Solutions may suspend or terminate your access to Work6 if you violate these Terms or misuse the Platform.
 - You may terminate your account at any time following your contract terms.
 - Upon termination, access to Work6 will cease, and data may be deleted according to our data retention policies.
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11. Disclaimers

- Work6 is provided “as is” and “as available.”
 - Astea Solutions does not guarantee uninterrupted or error-free operation.
 - You use the Platform at your own risk.
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12. Limitation of Liability

- To the extent permitted by law, Astea Solutions is not liable for indirect, incidental, special, or consequential damages arising from your use of Work6.
 - Our total liability for any claim related to the Platform shall not exceed the fees paid by you for the Platform in the 12 months preceding the claim.
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13. Indemnification

You agree to indemnify and hold harmless Astea Solutions, its affiliates, officers, and employees from any claims, damages, or expenses arising from your violation of these Terms or your use of Work6.

14. Changes to Terms

- We may update these Terms at any time.
 - Changes are effective upon posting on our website.
 - Continued use of Work6 constitutes acceptance of the updated Terms.
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15. Governing Law and Dispute Resolution

- These Terms are governed by the laws of Bulgaria.
 - Any disputes arising from these Terms will be resolved through Bulgarian court.
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16. Contact Information

For questions regarding these Terms, please contact:

Astea Solutions AD

Platform: Work6

Email: work6@asteasolutions.com

Address: No. 8-10 Korab Planina Street, Sofia 1407, Bulgaria