

## 1 SERVICE DESCRIPTION

The Unlimited Online Job Advertising Agreement (Service) entitles the Customer to publish an unrestricted number of job advertisements at a predetermined price during the term of contract in the [www.oikotie.fi](http://www.oikotie.fi) online service. The term of contract is twelve (12) months or a separately agreed period. The Agreement entitles the Customer to send advertisement material to the service from all Customer sites and offices.

Each advertisement may contain a maximum of one job title. The advertisement may include a maximum of two logos. The text of the advertisement may be edited using the visual effects available in the Oikotie online service. The title of the advertisement excluded, the text of the advertisement may be edited during the entire period of publication. The advertisement may also feature a hyperlink to the employer's own website or directly to an online application form.

## 2 PERIOD OF PUBLICATION

The maximum period of publication of each advertisement is eight (8) weeks or until the end of application period, at which point the advertisement shall be removed automatically from the online job advertisement service. After the term of contract has ended, the period of publication of each advertisement shall continue until the period of eight (8) weeks has passed from the publication of the advertisement.

## 3 STATISTICS

The Service includes the following advertisement statistics:

- Daily, weekly and monthly number of daily hits from unique addresses (advertisement-specific statistics only available for advertisements less than 3 months old).
- Daily, weekly and monthly number of hits from automatic monitoring services (advertisement-specific statistics only available for advertisements less than 3 months old).
- Daily, weekly and monthly number of clicks on the employer's application address (advertisement-specific statistics only available for advertisements less than 3 months old). This form of statistics is available only if online application forms are used.

The statistics are available for viewing using the Online Corporate User Interface, to which the Customer shall be given access when the contractual relationship has been established.

Possibilities to provide other types of statistical data as requested by the Customer are investigated separately on a case-by-case basis. A separate fee determined by the number of working hours used shall be charged for investigations regarding and the production of customised statistics.

A separate fee is charged for such an investigation and the compiling of possible statistics on the basis of actual working time.

## 4 DELIVERY AND EDITING OF THE MATERIAL

### 4.1 ADVERTISEMENT MATERIAL

The Customer enters advertisement data into the Oikotie online service using one or more of the following ways (to be specified separately):

#### Using the Online Corporate User Interface

The Customer shall enter and maintain advertisements in the Oikotie online system using the Oikotie Online Corporate User Interface. The advertisement data can be edited by the Customer using the Online Corporate User Interface during the entire period of publication of each advertisement.

#### Advertisement Registration Service

The Customer sends the advertisement to the Advertisement Registration Service for entering in the Oikotie online system. The advertisement data can be edited by contacting the Advertisement Registration Service during the entire period of publication of each advertisement. The Advertisement Registration Service is described in a separate attachment ("Advertisement Registration Service"). The use of the Advertisement Registration Service is subject to a separate fee as specified in the current price list.

The Customer must notify Oikotie of his/her wish to use the Advertisement Registration Service no less than three working days prior to the intended publication date of the first advertisement. Upon receipt of said notice, Oikotie shall deliver separate instructions on the use of the Advertisement Registration Service to the Customer.

The Customer may use the Online Corporate User Interface and the Advertisement Registration Service concurrently.

#### Batch transfer

The Customer delivers the advertisement material to the Oikotie online system by means of automatic batch transfer. All advertisement information is edited in the Customer's system and transmitted to the Oikotie online system in the form of batch transfer jobs as agreed separately. Advertisement data cannot be edited using the Online Corporate User Interface.

## 5 INVOICING

The service cost consists of a fixed service fee and a potential Advertisement Registration Service fee. The service fee is invoiced monthly in arrears, or, alternatively, as a single instalment upon the establishing of the contractual relation. The Advertisement Registration Service fee is invoiced monthly in arrears.

## 6 REGISTRATION

The Customer shall enter the customer information required for registering the customer using a customer information sheet supplied to the Customer by Oikotie. The Customer shall deliver the customer information sheet to Oikotie Customer Service electronically. Upon Oikotie's receipt of complete customer information, Oikotie shall provide the Customer with user accounts and passwords for accessing the Service. The Customer's access to the service and the Customer's term of contract begin when Oikotie has provided the user accounts and passwords to the Customer.

If the customer delivers the advertisement material using batch transfer, separate approval is required for the batch transfer job.

## 7 USAGE

### 7.1 ACCESS RIGHTS

Oikotie shall provide the Customer with one user account and the corresponding password per user. Accessing the Online Corporate User Interface requires that the customer logs in using the user accounts and passwords specified.

### 7.2 AVAILABILITY

Temporary interruptions caused by development work, hardware or software malfunction, maintenance operations or other similar events excluded, the Service shall be available 24 hours per day every day of the year.

### 7.3 OPERATING ENVIRONMENT

The use of the Service requires the Customer to have access to a computer, an Internet browser and Internet connection. The Customer shall be responsible for all acquisitions, installations, maintenance and training costs associated with the Customer's own computer equipment.

Supported browser versions include the following Internet browsers installed on Windows operating systems:

- Microsoft Internet Explorer 6.0 or later
- Mozilla Firefox 2 or later

Using the Service requires that the Customer allows the use of Javascript and session cookies.

Oikotie retains the right to change the supported operating environments.

#### **7.4 CHANGES AND MODIFICATIONS**

All changes and modifications requested by the customer have to be agreed separately on a case-to-case basis. Oikotie retains the right to refuse to make the changes or modifications requested by the Customer.

After the customer registration phase has been completed, all changes and modifications to the Services available to the Customer are invoiced according to the current price list. If a change or modification requested by the customer is not listed, the work will be charged at the current hourly rate.

### **8 TERMINATION OF THE AGREEMENT**

The Customer's access privileges are revoked immediately when the Agreement between Oikotie and Customer ends. Oikotie is entitled to remove all Customer information from the online system upon the termination of the Customer's term of contract.

### **9 OIKOTIE'S RESPONSIBILITY**

Oikotie endeavours to produce the Service according to the highest possible standards, but makes no guarantee regarding the reliability of the Service.

Oikotie can only be held liable for direct damage caused by negligence. Oikotie accepts no responsibility for any indirect or consequential damage to the Customer.