

# AUDIT PRODIGY PRIVACY NOTICE

Privacy Notice was last updated on: May 5<sup>th</sup> 2020

This website [auditprodigy.com](http://auditprodigy.com) ("Site") is operated by Perceptive Control Solutions LLC (referred to as "Audit Prodigy" or "Company" or "we" or "us"). We are committed to maintaining privacy of our website users and take the security of their personal information very seriously.

*This policy only applies to the sites where it is posted.*

In case of any overlap or conflict in the statements made in this Privacy Notice and contracts or agreements between the Company and your organization for any services and products offered, the contract or agreement will supersede this Privacy Notice.

The purpose of this privacy policy is to set out the principles governing our use of personal information that we may obtain about you. We ask you to read this privacy policy carefully.

We may change our privacy policy from time to time. Please check it occasionally to ensure that you are aware of the most recent version that will apply when you access this website.

## DATA COLLECTION AND USAGE

### Information we collect

The personal information we collect depends on whether you just visit our website or use our services. If you visit our website, you need not provide any personal information. When you contact us, request any information or use our services we ask for your personal information or you may choose to provide us with your personal information via Forms in the sections 'Contact Us', 'FREE DEMO' or 'REQUIREMENTS ASSESSMENT FORM'.

We collect:

- Name
- Email address
- Telephone number
- Company Information
- Title
- IP Address
- Device Id

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## How do we use it?

We use your personal information in the following ways and state a “legal basis for processing”, i.e. to tell you on what grounds (Legitimate Interest or consent) we are allowed to use your information.

<b>How we use your personal information</b>	<b>Our legal basis for processing</b>
To provide you with materials and information you requested	We only use your personal information for this purpose if you have asked us to do so. You can withdraw your consent at any time via email
To send you information and materials that may be of interest to you, such as newsletters, whitepapers, news bulletins, and other business information.	We use your business - related contact information to communicate such information to you.
To respond to specific queries, you may raise regarding our Product or Company and its various operating companies and brands.	We only use your personal information for this purpose if you have asked us to do so. You can withdraw your consent at any time.
To process and consider your queries and requests such as those submitted via or pursuant to the "Contact Us" and "Requirements Assessment Forms" section.	We use your personal information to assess the information you have submitted to us and to communicate and respond accordingly.
To allow you to submit information to our new business team.	We use your personal information to assess the information submitted for new business purposes.
To inform you about our company sponsored events, seminars, conferences, and meetings.	We use your information to provide you with the materials and information on requested events.
To provide services under contracts and agreements	We use your information to provide services and technical support when we have a contract and or an agreement with your organization

We also collect and store aggregate or anonymous information, about a user’s interaction with the Site, that is not personal information and cannot identify an individual directly or indirectly.

We use this aggregate or anonymous information we collect about our customers, traffic patterns, and related site information to design our Site for improved customer experience.

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## LINKS TO OTHER SITES

For your convenience, this website may contain links to our social media accounts such as on Twitter, YouTube and Facebook and other websites for customer reviews and events. This Privacy Policy does not apply to any websites you are directed to through these links. These third parties may have Data collection and processing practices that are different than ours. We recommend that you review such site's terms of use and privacy policy prior to use or submitting any information to them

## THIRD PARTY DISCLOSURES

### AD SERVERS

Third party ad servers may serve advertisements, provide us with reports and metrics on data collection, ad responses and site analytics to assist with delivery of relevant marketing messages and advertisements. These third parties may set their own cookies.

Please note that using these mechanisms to opt out will only opt you out from those companies' delivery of ads to you, but it will not ensure that you will no longer receive any advertising through our Site or services. To opt in to receive product updates and news from our company, please use the 'Requirements Assessment Form' to consent or email [sales@auditprodigy.com](mailto:sales@auditprodigy.com) and [admin@auditprodigy.com](mailto:admin@auditprodigy.com).

### DATA TRANSFER AS A RESULT OF ACQUISITION OR SALE OF BUSINESS

In the event that Perceptive Control Solutions LLC or any of its affiliates is involved in a merger, acquisition, bankruptcy or sale of assets, we reserve the right to sell or transfer your data and personal information as part of such transaction. Once transferred the personal information may be subject to a privacy policy adopted by the successor entity.

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## SHARING YOUR INFORMATION

We may disclose your information we collect to:

- Distributors, contractors and third parties we engage to provide services to us.
- Corporate affiliates to identify products and services that may be of interest to you, for research and analysis and in connection with promotions conducted by us, by our affiliates, or jointly
- If we are required by law or court order to disclose or as necessary to identify, contact, or bring legal action against, someone who may have caused harm to, or interference with, our rights or property, other users of Service and website

## MINORS

Our website, products and services are not intended for use by minors. If you are a parent or guardian of a minor and believe that the minor has shared personal information with us, please contact us via the 'CONTACT US' section on the website and request removal or erasure.

## DATA RETENTION

We retain your personal information for as long as we need to for legitimate interests for processing as stated in the privacy notice and to meet legal, contractual and regulatory obligations and destroy it when we believe it is appropriate.

## DATA PROTECTION

We take appropriate technical and security measures to ensure that your personal information collected by us is secure and is accessed for the purpose it was collected.

## YOUR RIGHTS UNDER GDPR (Global Data Privacy Regulation)

As a resident of EEA (European Economic Area) you have rights to request:

1. Access: A copy of the personal information we hold about you
2. Rectify: Any inaccuracies in your personal information be corrected
3. Erasure: Your personal information be erased, or be restricted for our use
4. Data Portability: transfer from one electronic processing system to another
5. Consent: Restrictions on processing your data or withdraw consent

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## **YOUR RIGHTS UNDER CCPA (California Consumer Privacy Act)**

California law grants California residents effective January 1<sup>st</sup> 2020, certain rights and imposes restrictions on particular business practices as stated below.

Initial Notice: We will notify California residents the categories of personal information collected and the purposes for which this information is used.

Request to Delete: California residents have the right to request deletion of their personal information that we have collected.

Request to Know: California residents have the right to request their personal information that we have collected and are processing.

Right to Non-Discrimination. The CCPA prohibits discrimination against California residents for exercising their rights under the CCPA.

Do-Not-Sell. California residents have the right to opt-out of sale of their personal information. Please note that Perceptive Control Solutions has not sold any personal information nor intends to sell any information in the future.

We will respond to and take appropriate action on requests submitted by you to exercise your rights. In order to safeguard your information, we take steps to verify your identity before granting access or updating your information.

## **HOW TO CONTACT US**

Please contact us via 'Contact Us' on the Website to exercise your rights and submit requests clearly stating your name and email to [admin@auditprodigy.com](mailto:admin@auditprodigy.com) and [sales@auditprodigy.com](mailto:sales@auditprodigy.com).