



## 1. Introduction

The Privacy Policy explains i-agree's approach to handling, managing and protecting "personally identifiable data" (PII). PII includes data that can directly identify someone, such as name, DOB or address. PII also includes data that does not directly identify someone but could reasonably be used to identify someone such as device history or activity history.

## 2. Policy Objectives

The objectives of the Privacy Policy are as follows:

- To demonstrate that i-agree takes data privacy seriously.
- To explain to customers what data of theirs is collected, why it is collected and how it is protected.

## 3. Scope

This policy applies to all PII data collected and/or processed by i-agree. This includes data about customers, personnel and any other contacts.

## 4. Policy Statements

### 4.1. Your data, your rights, your choice

- I-agree respects that the information we hold about a person is still their data
- A person has the right to know, access, correct, transfer, restrict the processing of and delete their personal data (other than where deletion of that data would be illegal or undermine legitimate use). I-agree respects these rights.
- A person has the right to not share their data with i-agree, however this may limit or prevent services being offered.

### 4.2. What data does i-agree collect:

- Personal information – Name, email address, facial image
- Technical information – Device details (including operating system), IP address
- Activity information – App usage, website usage, agreements processed



## 4.3. What does i-agree use your data for:

- I-agree only uses PII data where they have a valid legal basis to do so, as explained when it was collected and by this policy.
- To provide the i-agree service
- To communicate with users in the way they have specified
- To protect users, customers and i-agree from fraud or other illegal activity
- To comply with applicable laws

## 4.4. Sharing/Disclosing your data:

- I-agree will never sell, trade or rent PII data to third parties, other than the legitimate uses outlined in this policy:
  - Service providers/partners who i-agree must interact with to deliver the i-agree service
  - Law enforcement or other appropriate agencies in order to protect i-agree and/or comply with the law.

## 4.5. Data security:

- PII data is classified as 'Special' in terms of sensitivity, the highest level of protection. Therefore the data itself, as well as the systems that process it, are subject to the highest level of control and attention. Please see the Information Classification and Handling Policy for more information.
- As an organisation, i-agree is working towards ISO27001 certification (commitment certificate available upon request), as a benchmark for information security across multiple disciplines.
- Where information is shared with third parties (for the legitimate purposes outlined earlier) a Data Processing Agreement will be documented to explain how data will be protected at all times.



## 4.6. Changes to this policy:

- This Policy will be managed and subject to review, and potential update, as outlined in the Document Control Policy.
- All users will be notified of changes in line with their communication preferences.

## 4.7. Questions/contact i-agree:

- For any questions relating to this policy or “your data” please contact us at [contact@i-agree.io](mailto:contact@i-agree.io)