

Privacy policy

Last updated: May 4th 2020

Please read this Privacy Policy ("Policy") carefully before downloading or using the CloudTime Application ("Application") at app.cloudtime.app or using the Website ("Website") at www.cloudtime.app.

This Policy explains how our organization uses the personal data we collect from you when you use the Application or Website.

Data collection

You directly provide us with the data we collect. We collect only the following single item of personal data: your email address. This is collected in the following three places:

- 1) From the Website, when you subscribe to the newsletter and explicitly supply your email address
- 2) From the Application, when you subscribe to the Application and explicitly supply your email address
- 3) From the Application, when your CloudTime administrator invites you to join the Application and the administrator explicitly supplies your email address

Outside of this, we do not collect any further personal information directly or indirectly.

How we use your data

We collect your data so that we can:

- Allow you to sign into our Application
- Email you with newsletters providing updates on new functionality within the Application

We will not share your data with any other company or organisation.

How we store your data

We securely store your data in the Amazon Web Services North Virginia data centre, in a firewalled database that is encrypted and secured through role-based access control.

We will keep your data for as long as you are subscribed to the Application. When you unsubscribe from the Application your data is deleted within an hour.

Your data protection rights

Every user is entitled to the right to access, rectification, erasure, restrict processing, object to processing and data portability. If you make a request, we have one month to respond to you. If you would like to exercise any of these rights please contact us at our email address:

support@cloudtime.app

Cookies

The Application creates a cookie that stores an encrypted copy of your Application session identifier. This is required such that you stay logged in across browser refreshes. This cookie is not shared with any other organisation or application, or used for any other purpose.

How to contact us

If you have any questions about this Policy, please contact us at our email address:

support@cloudtime.app