Privacy Policy October 20, 2022





ASP Microcomputers is committed to providing data security and privacy for our web site and app users in accordance with best practice and relevant legislation and regulations.

This Privacy Policy applies to information collected through our website and our apps. By using our website or our apps, you consent to our Privacy Policy.

We regularly review our Privacy Policy and we will always display the latest version on our website. If you have any objections to our Privacy Policy you must immediately discontinue use of our website, apps, online products, and services.

The information we store may include personally identifiable information, such as, but not necessarily limited to, your name, email address, telephone number, and company details.

Information collected on our web site: The information that you submit via our forms on web site, such as to request a quote or to request that we contact you, is used by us to respond to your request. We may also use this information to report any inappropriate use of our website.

Information specific to our <u>ClickClock app for Android and iOS</u>: Upon installation, the ClickClock app assigns a unique identification number to the device, and uses that number to identify your clock in and clock out transactions in the ClickClock database. The ClickClock app does not use the device's IMEI or serial number or any other hardware characteristic to identify the device. The ClickClock app uses the device's GPS to record your location each time you clock in or out, but does not record your location or any other information at any other time. This data is viewable by your employer, and also by ASP Microcomputers in the ordinary course of our business of maintaining and administering ClickClock.

Information for our other Android and iOS apps: Communications between our other apps and their related PC Data Transfer programs is via your Wi-Fi network. Neither the apps, nor their related PC programs, collect or provide any information to ASP Microcomputers or others outside your network.

We will take reasonable steps to keep your personal information accurate and up to date.

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure all data is hosted securely and access is password protected.

We do not sell, trade, or give-away any information we may have on any of our users.

If you have any concerns regarding this privacy policy, you may contact us.

ASP Microcomputers

www.asp.com.au