## Data Privacy Policy

## Introduction

Sopact, Inc is committed to protecting the privacy of our customers, users, and visitors. This Data Privacy Policy outlines our practices regarding the collection, use, and disclosure of personal data.

## Scope

This policy applies to all personal data collected, used, or disclosed bySopact, including data collected through our website, web application, and other online services.

## Definitions

* Personal Data: Any information that can be used to identify an individual, including but not limited to:
	+ Name
	+ Email address
	+ Phone number
	+ Address
	+ Date of birth
	+ IP address
	+ Cookies and other tracking technologies
* Sensitive Personal Data: A subset of personal data that requires additional protection, including:
	+ Financial information (e.g., credit card numbers)
	+ Health information
	+ Biometric data (e.g., fingerprints, facial recognition)
	+ Racial or ethnic origin
	+ Political opinions
	+ Religious or philosophical beliefs
	+ Trade union membership
	+ Genetic data
	+ Data concerning a person's sex life or sexual orientation

## Data Collection

We collect personal data in the following ways:

* Directly from you: When you provide information to us through our website, web applications, or other online services.
* Automatically: Through cookies and other tracking technologies, which collect data about your interactions with our services.
* Through our surveys: When you use our survey application to collect data from your stakeholders
* Integrations: When you use our data integration services to bring in data from different sources, for example, using google sheets integration.

## Data Use

We use personal data for the following purposes:

* Providing our services: To deliver our products and services to you.
* Improving our services: To analyze and improve the performance and functionality of our services.
* Marketing and advertising: With your consent, to send you promotional materials and advertisements. But we DO NOT use data you bring in using our integrations for this purpose.
* Compliance with laws: To comply with applicable laws and regulations.
* We DO NOT use data collected by you or brought in by you to train any of our AI models.
* We use Open AI APIs to process qualitative data and even here the data is not used for training purposes.

## Data Disclosure

* We do not disclose personal data under any circumstances unless required by the law.

## Data Security

We implement reasonable technical and organizational measures to protect personal data against unauthorized access, disclosure, alteration, or destruction.

## Data Retention

We retain personal data for as long as necessary to fulfill the purposes outlined in this policy, or as required by applicable laws and regulations.

## Your Rights

You have the following rights regarding your personal data:

* Ownership: You own all the data that you bring into our system.
* Access: You have access to the data used with our platform through our web interfaces and you may also request access to your personal data in case the data is not available to you over our web interface.
* Rectification: To request correction of inaccurate or incomplete personal data.
* Erasure: To request deletion of your personal data.
* Restriction: To request restriction of processing of your personal data.
* Data portability: To request transfer of your personal data to another controller.
* Objection: To object to processing of your personal data.

## Changes to this Policy

We may update this policy from time to time. We will notify you of any changes by posting the updated policy on our website.

## Contact Us

If you have any questions or concerns about this policy, please contact us at unmesh@sopact.com.

## Effective Date

This policy is effective as of January 1 2022.