# **Up Lift Delivery Privacy Policy**

This privacy policy governs your use of the software application Up Lift Delivery ("Application") for mobile devices that was created by Report Support Pty Ltd. The Application runs on iOS and Android, it tracks the location of delivery personnel who work for a client company for the purpose of streamlining the client company's business operations.

#### What information does the Application obtain and how is it used?

The Application on approval tracks the user's location for the purposes of tracking delivery personnel that work for a client company.

The Application requests access to the Camera for the purpose of scanning a QR code to facilitate the entry of a valid company key at setup. No visual or audio data is collected or stored by the Application.

#### **User Provided Information**

The Application does not obtain any personal information when you download and install the Application. Registration is not required. Once a valid company key has been entered, it is necessary to log in to the application using either Google or Microsoft authentication for the purpose of establishing a user's identity to ensure they work for the client company. The Application also requires a mobile phone number for two factor authentication and to ensure that location tracking is tied to a particular mobile phone.

#### **Automatically Collected Information**

The Application collects certain information automatically, including, but not limited to, the type of mobile device you use, your mobile devices unique device ID, the IP address of your mobile device, your mobile operating system. This is used to facilitate push messaging to your device.

## Does the Application collect precise real time location information of the device?

This Application does collect precise information about the location of your mobile device if authorized to do so.

## Do third parties see and/or have access to information obtained by the Application?

Client company administrators have access to your location but only if you work for that company and enter a valid company key. Client company administrators only have access to their own company user data. They can not see the location of people who work for another company. Non-administrator users cannot see the location of other users.

We may disclose User Provided and Automatically Collected Information:

• as required by law, such as to comply with a subpoena, or similar legal process;

• when we believe in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or respond to a government request.

## What are my opt-out rights?

You can stop all collection of information by the Application easily by uninstalling the Application. You may use the standard uninstall processes as may be available as part of your mobile device or via the mobile application marketplace or network.

## **Data Retention Policy, Managing Your Information**

Only User Provided Data that is manually entered or uploaded is retained by the Application. If you are unable to delete this data yourself using the Application and would like us to delete User Provided Data please contact us a <a href="mailto:admin@reporsupport.com.au">admin@reporsupport.com.au</a> and we will respond in a reasonable time. Note that none of the User Provided Data is required for proper functioning of the application.

### Security

We are concerned about safeguarding the confidentiality of your information. We provide physical, electronic, and procedural safeguards to protect information we process and maintain. For example, we limit access to this information to authorized employees and contractors who need to know that information in order to operate, develop or improve our Application. Please be aware that, although we endeavor to provide reasonable security for information we process and maintain, no security system can prevent all potential security breaches.

#### Changes

This Privacy Policy may be updated from time to time for any reason. We will notify you of any changes to our Privacy Policy by posting the new Privacy Policy here. You are advised to consult this Privacy Policy regularly for any changes, as continued use is deemed approval of all changes. You can check the history of this policy on this site.

#### **Your Consent**

By using the Application, you are consenting to our processing of your information as set forth in this Privacy Policy now and as amended by us. "Processing," means using or touching information in any way, including, but not limited to, collecting, storing, deleting, using, combining and disclosing information, all of which activities will take place with the sole purpose of expediting the transit of the information directly to the doctor with subsequent deletion from our holding area.

#### Contact us

If you have any questions regarding privacy while using the Application, or have questions about our practices, please contact us via email at <a href="mailto:admin@reportsupport.com.au">admin@reportsupport.com.au</a>