

Daptiv Privacy Policy

DAPTIV SOLUTIONS, LLC POLICY

Privacy Statement Effective as of April 1, 2009

Daptiv Solutions, LLC ("**Daptiv**") is committed to protecting the privacy of your personal information. This privacy policy ("**Policy**") explains how Daptiv collects and utilizes personal information provided in connection with the use of Daptiv's products and services such as the Daptiv website (the "**Site**"), the online project management application or other Daptiv products and services (the "**Daptiv Offerings**"). Because data is collected from our visitors to the Site and end users of the Daptiv Offerings (the "**Subscribers**"), Daptiv has established this Policy to communicate Daptiv's information gathering policies and dissemination practices. For a printable pdf file version of this Policy, [click here](#).

By visiting the Site or using the Daptiv Offerings, you agree to the terms of this Policy. If at any time you believe that Daptiv has not adhered to the Policy, please contact Daptiv, and Daptiv will promptly review your inquiry. This Policy is for the Site and the Daptiv Offerings only and does not apply to any third party links from the Site or third party software included in the Daptiv Offerings.

SAFE HARBOR

Daptiv is a participant in the Safe Harbor program developed by the U.S. Department of Commerce and the European Union. We have certified that we adhere to the Safe Harbor Privacy Principles agreed upon by the U.S. and the E.U. For more information about the Safe Harbor and to view our certification, visit the [U.S. Department of Commerce's Safe Harbor](#) Web site. If you would like to contact Daptiv directly about the Safe Harbor program, please send an e-mail to safeharbor@daptiv.com

Additionally, Daptiv is a participant in the Better Business Bureau's EU Safe Harbor program for dispute resolution. If you do not receive acknowledgment of your complaint or your complaint is not satisfactorily addressed by Daptiv, you should then contact:

Council of Better Business Bureaus, Inc.
4200 Wilson Boulevard, Suite 800
Arlington, VA 22203, USA
Phone: USA 703-276-0100
Web: www.bbb.org
Email: eusafeharbor@council.bbb.org

COLLECTING YOUR INFORMATION

Daptiv collects personal information to improve the manner in which Daptiv operates and offers its products and services. Daptiv does not rent or sell any of the personally-identifiable information collected from you to third parties. Daptiv will not share your personally identifiable

information with third parties without your consent, unless such sharing is necessary for the purposes set forth in this Policy.

By using or accessing the Site or Daptiv Offerings, you may be asked to provide Daptiv certain information, categorized in this Policy as either "Personal Information" or "Public Information."

"Personal Information" means any information that can identify you personally or otherwise reveal your own, personal characteristics or unique data, such as your name, birth date, home address or credit card information. Daptiv will use Personal Information only in the manner described in this Policy or as otherwise expressly authorized by you. In all cases, Daptiv will protect your Personal Information from unauthorized disclosure in the same manner as it protects Daptiv's own, highly confidential information.

"Public Information" means any information that cannot be linked to you personally, such as aggregate Site user statistics or information regarding your Internet connectivity. Public Information will be gathered and used to help improve internal processes, products, connectivity and monitor general usage.

USE OF CONTENT

Subscribers designate individual end users ("**Authorized Users**") who are authorized to access and use the Subscriber's account for a particular version of the Daptiv Offerings ("**Subscriber Account**"). All information that is placed into the Daptiv Offerings by either Subscribers or Authorized Users is referred to as "**Content**" whether such information is Personal Information or Public Information.

Subscriber Accounts are not public. Permission to view, access or use Content within the Subscriber Account is provided solely by Subscriber.

Each Subscriber Account is password protected by Subscriber. Daptiv will never ask for passwords in an unsolicited phone call or e-mail. Subscribers and their Authorized Users are responsible for protecting the secrecy of passwords and any Subscriber Account log-in information.

Authorized Users may upload and store Content via the Subscriber Account in the manner designated by Subscriber. Daptiv will not use, view, manipulate, alter or seek to discover any information or data within Content or otherwise monitor the nature or quality of Content.

Daptiv may access, remove, segregate or quarantine Content (or a portion of Content) without prior notice or consent in the unlikely event such action: (a) is required by law; or (b) will prevent or mitigate damages caused by viral code, spyware, malware or other potentially harmful, unlawful or unauthorized materials contained within Content.

HOW DOES DAPTIV KEEP YOUR PERSONAL INFORMATION SECURE?

Daptiv protects your Content using state-of-the-art technologies and a secure physical environment. The Site and Daptiv Offerings are monitored 24x7 to ensure the Daptiv infrastructure is not accessed or used by unauthorized parties.

Secure Socket Layer ("SSL") encrypted communication is available for use for all Content in Daptiv Offerings. SSL is a standard format for transmitting secure Content from your computer to a Daptiv server. SSL works by using a private key to encrypt Content that is transferred over the SSL connection. You will know SSL is being used when you see preceding a web address with "https" rather than "http."

Additionally, to protect your personal information, Daptiv restricts employee access to databases containing Personal Information, imposes confidentiality requirements upon employees who do have access to databases containing Personal Information, and binds subcontractors with contractual, technical and organizational measures to further protect this information.

WHEN AND HOW DOES DAPTIV SHARE YOUR INFORMATION WITH THIRD PARTIES?

Daptiv does not sell to, rent to, or share your personal information with a third party unless you consent to provide such information to a third party partner or content service. Daptiv may disclose relevant information about our customers to our contractors (e.g. a customer service contractor) in order for them to provide specific services on behalf of Daptiv. Daptiv's contractors are bound by strict contractual requirements to keep all Personal Information they process strictly confidential and to use such information solely on behalf of Daptiv.

Also, Daptiv may disclose your personal information if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law; (b) comply with the order of a competent judicial authority in any jurisdiction; (c) comply with legal process served on Daptiv; (d) protect and defend the rights or property of Daptiv; or (e) act in urgent circumstances to protect the personal safety of users of Daptiv products or the public at large.

Daptiv Offerings and Site may contain links to other web sites and products. Daptiv is not responsible for the privacy practices or the content of such web sites or products. Please visit the privacy policies of these third party web sites in order to understand their privacy policies and data collection practices.

NON-US CUSTOMER INFORMATION

If you are a customer who is logging on from outside the United States, the personal information you submit to Daptiv will be sent to and stored in servers in Daptiv's U.S. headquarters in Seattle, Washington. The personal information practices set out in this Policy apply to all Daptiv' customers worldwide.

USE OF COOKIES

Like other major service providers, Daptiv uses cookies to provide you with a tailored experience when visiting the Site and using the Daptiv Offerings. A cookie is a text file that is placed on your computer by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you. A cookie may be sent by Daptiv to your browser and potentially stored on your computer system. Your browser returns cookie information to the domain where it originated, such as the Site.

Daptiv also uses cookies to understand traffic patterns on the Site and to authorize access to certain content and product features of the Daptiv Offerings. One of the primary purposes of cookies is to enhance the performance of online applications and save you time. For instance, a cookie tells the Web server that you have returned to a specific page. This improves the usability of the application by reducing the number of trips to the server.

You have the ability to accept or decline cookies. You can set your browser to notify you when you receive a cookie, giving you the chance to decide whether to accept or decline it. If you choose to decline cookies, you understand and agree that you may not have access to all of the interactive features of the Daptiv Offerings and you may experience reduced performance.

E-MAIL COMMUNICATIONS

Daptiv may communicate with you occasionally about new product features, promotions or offers from Daptiv. Registering for a product or service allows you to tell us how or whether you want Daptiv to communicate with you. You may opt-out of certain communications, such as these, by following the instructions included in each communication (e.g. following the unsubscribe instructions within the e-mail).

CHANGES TO OUR POLICY

Daptiv continually strives to implement new technologies and processes to better protect your Content, your privacy and your use of the Site and the Daptiv Offerings. As a result, changes to this Policy may be made by Daptiv from time to time. In no event will these changes result in the degradation of any of the security measures designed to protect your Content from unauthorized disclosure, as such measures are described in this Policy. To the extent Daptiv changes any policies related to its use of Personal Information, Daptiv will provide you with at least thirty (30) days prior notice via e-mail. You will be provided with an opportunity to "opt out" of these changes, but such choice may impact your ability to use all or part of the Site or Daptiv Offerings.

NO ERROR FREE PERFORMANCE

Daptiv may release alpha and beta versions of the Daptiv Offerings, which are further refined before the release of the final version. Because these products are still in a test phase, Daptiv may not always catch an unintended privacy issue, despite our efforts to do so. As such, Daptiv welcomes feedback on any privacy concerns you may have, and on how to improve our products generally, in all stages of release. Daptiv does not guarantee error-free performance under this

Policy. Daptiv will use reasonable efforts to comply with this Policy and will take prompt corrective action upon learning of any failure to comply with this Policy. Daptiv shall not be liable for any incidental, consequential or punitive damages relating to this Policy.

CONTACTING DAPTIV

If you have questions about the privacy aspects of Daptiv's products or services or would like to make a complaint, please contact:

Daptiv Solutions, LLC
1008 Western Avenue, Suite 500
Seattle, WA 98104
(206) 341-9117
(206) 341-9123 fax
support@daptiv.com