

## **Privacy Policy – Autopilot Workflows**

### **The information below relates to Apps that Autopilot has uploaded to AppSource**

We, at Autopilot, understand the fact that our clients are entrusting us with their most valuable asset, their data. Security and privacy is of paramount importance to us and we strive to ensure that this data will be used only in a way that is consistent with our client's expectations.

### **Data storage**

Autopilot makes use of Microsoft Azure cloud services when storing client data. All data is stored on the Microsoft Azure Hosting Platform in North Europe with Geo-redundant backup in West Europe. We endeavour to ensure that no Client Data is accessed in an unauthorised manner and shall promptly inform our Client if any Client Data has been accessed in an unauthorised manner or if we suspect that such access has occurred.

### **Data access**

All Client data remains the property of our Client and we will not use, nor make available for use, any of this information without the Client permission. Autopilot may, however, view Client data only as necessary

- (i) to maintain, provide and improve the Services;
- (ii) to resolve a support request from you; or
- (iii) to comply with a valid legal subpoena or request. We may also analyse the Client data in aggregate and on an anonymised basis, in order to better understand the manner in which our Services are being used.

Microsoft privacy policies

For more information on the Microsoft hosting and privacy policies, please click [here](#).

### **Contact information**

Please contact us at [support@autopilot.co.za](mailto:support@autopilot.co.za) if you have any questions regarding our privacy and storage policies