

Privacy Policy

iProtect Screening ("we," "us," or "our") is committed to protecting the privacy and security of the personal information of our clients, their applicants, and all other individuals whose data we handle. This Privacy Policy outlines how we collect, use, store, and protect personal information in accordance with applicable laws.

Information We Collect

We collect the following types of personal information from our clients and their applicants to provide background screening services:

- **Personal Information:** We gather personal details you choose to share, such as when you enroll in our services, subscribe to updates, or join special promotions. This may include your name, date of birth, address, social security number, driver's license, email, and phone number.
- **Browsing Information:** By accessing our website, you automatically consent to the collection of information such as your IP address, browser type, and the pages you visit. This data helps us analyze and understand how users interact with our site.
- **Data Tracking:** We use cookies to enhance your experience on our site and identify returning visitors. The information collected through cookies is not connected to any personally identifiable data.

How We Use Personal Information

The information collected is used for the following purposes:

- Perform background checks as requested by our clients.
- Verify the accuracy of the information provided by applicants.
- Provide quality customer support and communicate with clients and applicants.
- Improve our services through internal data analysis.

Legal Basis for Processing

We process personal information based on:

- **Client Consent:** Information is collected and processed at the request of our clients, who obtain applicant consent as required by law.
- **Legitimate Interest:** Ensuring the integrity, security, and accuracy of our background screening services.

Data Retention

We retain personal information for three (3) years to fulfill the purposes for which it was collected or to comply with legal obligations. Afterward, personal information is securely disposed of in accordance with our data retention and destruction policies.

Data Security

We take the protection of personal information seriously and implement robust physical, electronic, and administrative safeguards to prevent unauthorized access, use, or disclosure of the data we collect. These measures include encryption, access control, regular audits, and secure data storage systems.

Sharing of Personal Information

We may share personal information with the following; however, we do not sell or rent personal information to third parties.

- **Authorized Clients:** The client who requested the background check with applicant consent.
- **Third-Party Service Providers:** Vendors or contractors who assist us in providing background screening services, such as data verification and public record retrieval.
- **Legal Authorities:** In response to a court order, subpoena, or other legal process, or to comply with legal obligations.

Your Rights

Individuals whose data we collect may have the following rights, subject to applicable law:

- **Access:** Request access to the personal information we store about you.
- **Correction:** Request corrections to inaccurate or incomplete information.
- **Deletion:** Request deletion of your personal information, subject to legal retention requirements.
- **Objection:** Object to the processing of your personal information in certain circumstances.

To exercise any of these rights, please contact us using the information provided in the "Contact Us" section below.

Cookies and Tracking Technologies

Our website may use cookies and similar tracking technologies to enhance user experience, analyze website usage, and provide targeted advertising. You may opt out of cookies by adjusting your browser settings; however, this may impact the functionality of our website.

Children's Privacy

Our services are not intended for individuals under the age of 18. We do not knowingly collect personal information from minors without verifiable parental consent.

Changes to This Privacy Policy

We may update this Privacy Policy from time to time. When we make changes, we will revise the "Effective Date" at the bottom of this policy and notify our clients as required by law.

Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy or how we handle your personal information, please contact us at:

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1.0	Director Business Process, Director IT Administrator	Initial	8/19/24