**Privacy Policy**

By accessing, copying, or indexing this privacy policy or any **DATA** covered by this policy, **you agree to the** **following terms**:

**DATA OWNER:** The person or group whose personal information is included in, or collected as a result of, actions, usage of products, or being recorded, logged, or profiled in any form.

**DATA:** Personal or non-personal information, as well as products and byproducts of that information.

**VIEWER:** A person, group, legal entity, or government institution that has gained access to **DATA**, either accidentally or intentionally.

**DATA HOLDER**: A person, group, legal entity, or government institution that is storing **DATA** in any form.

**UNAUTHORIZED DATA HOLDER**: A person, group, legal entity, or government institution that is storing **DATA** without the prior written consent of the **DATA OWNER**.

Any **DATA** accessed without the prior written and physically signed consent of the **DATA OWNER** will be considered a violation of privacy.

**VIEWER** and/or **DATA HOLDER** are responsible for preventing unauthorized third-party access to the DATA.

**VIEWER** must issue a **privacy violation notice** in a format accessible to the intended recipient.

If the **DATA** was accessed accidentally by the **VIEWER** or if the **VIEWER** becomes aware that third parties are accessing the **DATA**, the **VIEWER** must notify the **DATA OWNER** of the privacy violation. Failure to issue this notice within 24 hours of accessing the **DATA** will reclassify the **VIEWER** as an **UNAUTHORIZED DATA HOLDER**.

**DATA** obtained prior to notification must be securely encrypted and accessible to the **DATA OWNER** at any time.

**DATA HOLDER** must notify the **DATA OWNER** when storing **DATA**. Failure to issue this notification within 24 hours of accessing the **DATA** will reclassify the **DATA HOLDER** as an UNAUTHORIZED DATA HOLDER.

The **DATA OWNER** may revoke a **DATA HOLDER**’s permission to store **DATA** at any time.

All necessary conversions shall be conducted upon request by the **DATA HOLDER** to render the data usable for the **DATA OWNER**. Failure to fulfill this request within 7 days will reclassify the **DATA HOLDER** as an **UNAUTHORIZED DATA HOLDER.**

**Failure to comply with this privacy policy will result in legal liabil**ity.