



Privacy Policy

1. Introduction

This Privacy Policy describes how we collect, use, and handle your information when you use our Salesforce application ("Application"). We are committed to protecting your privacy and ensuring the security of your data.

2. Information We Collect

2.1 Information from Salesforce

- User identification and authentication data
- Profile information from your Salesforce account
- Organization and role-based data
- Usage data and interaction with the Application

2.2 Additional Information

- Log data and analytics
- Application performance metrics
- User preferences and settings

2.3 User-Entered Data

As an administrator or end user of the Application, you can create and input various types of data. The specific nature and scope of this data is determined entirely by you and your organization's needs. This may include, but is not limited to:

- Business records
- Customer information
- Internal documentation
- Custom fields and records

We acknowledge that the full scope and nature of user-entered data is known only to you as the end user. We treat ALL user-entered data with the highest level of confidentiality, regardless of its nature. Important points regarding your user-entered data:

- All user-entered data is treated as highly confidential
- Data is secured using enterprise-grade security mechanisms
- We do not access user-entered data except for necessary system operations
- User-entered data is never:
 - Exported outside your Salesforce instance
 - Aggregated for analysis or used for marketing or research purposes
 - Sold to third parties
 - Used for any purpose other than providing the Application's services
 - Shared with other customers or organizations

The sole purpose of collecting and storing user-entered data is to fulfill your specific business requirements as defined by your use of the Application.

3. How We Use Your Information

We use the collected information to:

- Provide and maintain the Application
- Improve user experience
- Analyze usage patterns and optimize performance
- Respond to service requests and support needs
- Send important notices and updates
- Comply with legal obligations

4. Data Storage and Security

4.1 Data Storage

- All data is stored within the Salesforce platform
- We follow Salesforce's security best practices
- Data is encrypted both in transit and at rest

4.2 Security Measures

- Regular security audits
- Access controls and authentication
- Monitoring for unauthorized access
- Secure data transmission protocols

5. Data Sharing and Disclosure

We do not share your personal information except:

- As required by law
- With your explicit consent
- To protect our rights or property
- In connection with a business transfer or acquisition

6. Your Rights

You have the right to:

- Access your personal information
- Request corrections to your data
- Request deletion of your data
- Opt-out of certain data collection
- Export your data
- File a complaint

7. Data Retention

We retain your information for as long as:

- Your account is active
- Required by law
- Necessary for legitimate business purposes

8. Third-Party Services

Our Application may integrate with other Salesforce services or third-party applications. This privacy policy only covers our Application. Please review the privacy policies of other services separately.

9. Children's Privacy

Our application is not intended for use by children under 13. We do not knowingly collect information from children under 13.

10. International Data Transfers

Data may be processed in countries where Salesforce operates. We ensure appropriate safeguards are in place for international data transfers.

11. Changes to This Policy

We may update this privacy policy periodically. We will notify users of any material changes through the Application or via email.

12. Contact Information

For questions about this privacy policy or our privacy practices, contact us at:
legal@admiralbridge.com

13. Compliance

This policy complies with:

- General Data Protection Regulation (GDPR)
- California Consumer Privacy Act (CCPA)
- Other applicable data protection laws