Consent Recorder – Privacy Policy

Who we are

Consent Recorder is provided by **Sidvan Enterprises Pty Ltd, trading as infoAI Technologies** (ABN 68 668 244 871), Norwest NSW, Australia ("we", "us"). This policy explains what information the Consent Recorder app handles, why, and the choices you have. We handle personal information in line with the Australian Privacy Principles in the *Privacy Act 1988* (Cth).

In short: everything you record stays on your phone unless you turn on cloud backup. We have no user accounts, show no ads, use no analytics or tracking, and never sell your information.

What information the app handles

On your phone (always)

- **Consent records:** the name and "consent for" text you choose to enter, the Yes or No answer, and the date and time.
- **Recordings (optional):** voice or video recordings you choose to make, plus a digital fingerprint (SHA-256) used to show a recording hasn't been changed.
- **Settings:** your backup choices, and a random device ID created by the app. The device ID is not linked to your phone's hardware or advertising IDs.

These are kept in the app's private storage. They don't appear in your Photos or Gallery, and we can't see them.

If you send or answer a consent link

- **What passes through our server:** the asker's name, the other person's name, what the consent is for, the answer and its time, and any recording the person answering chooses to add.
- **How it's protected:** the link carries a secret code, and we store only a scrambled (hashed) copy of it.
- **When it's deleted:** as soon as the asker's app collects the answer. Unanswered or uncollected requests expire after 7 days and are deleted within 14 days.
- **Copies on phones:** both people keep their own copy of the record on their phones.

If you save a backup file

The app can save one backup file of your records and recordings. You choose where it goes, for example iCloud Drive, Google Drive or OneDrive. That file is stored under your own account with that provider and their privacy terms apply. We never receive it and can't open it.

If you turn on cloud backup

- **Backed-up data:** copies of your consent records, and the recordings you choose to back up. You choose "audio only" or "audio and video".
- **Approval records:** when you approve a backup charge, we record:
    - the approver's name, the date and time, and the amounts approved

    - the device ID, your IP address and the app version
- **Access code:** the access code your organisation gives you. It is kept in your phone's secure storage (Keychain or Keystore).

Phone permissions

- **Camera:** used only when you record a video.
- **Microphone:** used only when you record voice or video.

The app works without either permission if you don't make recordings.

How we use and protect it

Use. We use backed-up information only to:

- store and protect your backups
- calculate and show your monthly storage charge, and keep a record of your approval of it
- bill the organisation that holds the access code
- meet our legal obligations

We don't use it for advertising or profiling, and we don't listen to or watch recordings unless you or your organisation ask us to for support.

Sharing. We don't sell, rent or trade personal information. We share it only with:

- Amazon Web Services (AWS), which stores backups for us under contract
- anyone the law requires us to give it to

Where it is stored. Backups are stored in AWS data centres in Sydney, Australia (region ap-southeast-2). We do not send backups overseas.

Security

- Data is encrypted in transit (HTTPS) and at rest.
- The storage is private, and the app never holds storage passwords.
- Each upload uses a short-lived link that works for one approved file only.
- Access is limited to staff who need it.

No system is perfectly secure. If a data breach is likely to cause serious harm, we will notify you and the Office of the Australian Information Commissioner (OAIC) as the law requires.

Retention, deletion and your rights

On your phone: records stay until you delete them in the app or uninstall it.

Backups: kept while your organisation's backup service is active, then deleted within [30] days of the service ending, unless the law requires us to keep them. Approval and billing records are kept for at least 5 years to meet Australian tax record-keeping rules.

Your rights. You can ask to access, correct or delete personal information we hold. If your backup is provided through an organisation, we may refer your request to them, because they manage that service. We'll reply within 30 days.

Recording other people

Only record people who know they are being recorded and agree to it. Recording laws differ by state and country, and you are responsible for following them. Consent can be withdrawn at any time; a recording shows only what was agreed at that moment.

Children

Consent Recorder is for adults aged 18 and over. We don't knowingly handle information about children.

Changes to this policy

We'll post any changes on this page and update the date at the top. If a change is significant, we'll tell you in the app.

Contact and complaints

Email privacy@infoaitech.com or write to Privacy Officer, infoAI Technologies, Level 5 Nexus Norwest, 4 Columbia Ct, Norwest NSW 2153.

If you're not satisfied with our response, you can complain to the Office of the Australian Information Commissioner at oaic.gov.au.