

Barnsam - Privacy Policy

Barnsam is a part of Samssoft Group AB. This privacy policy will explain how our organisation uses the personal data we collect from you when you use our website.

Topics:

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- How do we collect your data?
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- How do we store your data?
- Marketing.
- What are your data protection rights?
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What data do we collect?

Barnsam collects the following data:

- Personal identification information (Name and Email).
- Personal identification information about your clients (Name, Email, Language, accommodation type, date of birth, gender).
- Assessment scores and comments (Kasam/SoC-16, Livsfrågeformulär/SoC-29, Jag-I-Centrum/Network chart, Lifebook, Notes).

How do we collect your data?

You directly provide Barnsam with most of the data we collect. We collect data and process data when you:

- Create/Edit a user in Barnsam.
- Create/Edit a client in Barnsam.

- Perform Assessments / Network Charts / Lifebooks.
- Use or view our website via your browser's cookies.
- Contact us for support either via instant message or via email.

Barnsam may also receive your data indirectly from the following sources:

- Google Analytics.

How will we use your data?

Barnsam collects your data so that we can:

- Process actions taken by users and manage your account.
- Provide results for assessments undertaken by clients.
- Process data to be able to provide statistics for clients and organisational performance.

Barnsam does not share your data or client data with any other organisation or company.

How do we store your data?

Barnsam securely stores your data with CityCloud, a Swedish cloud provider located in Karlskrona. Backup snapshots are taken daily and all data is stored in an encrypted format.

Barnsam will keep your personal data until such time as your organisation is no longer under contract for Barnsams services. Once this time period has expired we will delete your data.

Marketing

Barnsam will not send you marketing of any type. We may periodically send email notifications about planned downtime for maintenance or with information about new features.

What are your data protection rights?

Barnsam would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access - You have the right to request that Barnsam provide copies of your personal data. We may charge you a small fee for this service.

The right to rectification - You have the right to request that Barnsam correct any information you believe is inaccurate. You also have the right to request Barnsam to complete information you believe is incomplete.

The right to erasure - You have the right to request that Barnsam erase your personal data, under certain conditions.

The right to restrict processing - You have the right to request that Barnsam restrict the processing of your personal data, under certain conditions.

The right to object to processing - You have the right to object to Barnsam's processing of your personal data, under certain conditions.

The right to data portability - You have the right to request that Barnsam transfer the data that we have collected to another organisation, or directly to you, under certain conditions.

If you make a request we have one month to respond to you. If you would like to exercise any of these rights, please contact us at:

Email: support@samssoft.se

Phone: 070 818 61 86

What are cookies?

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. When you visit our website, we may collect information from you automatically through cookies or similar technology.

For more information, visit allaboutcookies.org

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- **Functionality** - Barnsam uses these cookies so that we recognise you on our website and remember your previous selected preferences. These could include what language you prefer and location you are in.
- **Analytics** - Barnsam uses Google Analytics to gain insight into basic usage patterns for our website. These include metrics such as number of current users, time of day for peak usage, which country people are visiting from etc.
- We don't use any marketing cookies or services at all.

How to manage cookies

You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Privacy policies of other websites

The Barnsam website contains links to other websites. Our privacy policy applies only to our website. If you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Barnsam keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 15 November 2021.

How to contact us

If you have any questions about Barnsam's privacy policy, the data we hold on you, or your clients or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email: support@samssoft.se

Phone: 070 818 61 86

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Barnsam has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Email: imy@imy.se

Phone: 08-657 61 00