

PRIVACY POLICY

Digital Built Environment Institute (DBEI) built the DBEI app as a Free app. This SERVICE is provided by DBEI at no cost and is intended for use as is.

This page is used to inform visitors regarding our policies with the collection, use, and disclosure of Personal Information if anyone decided to use our Service.

If you choose to use our Service, then you agree to the collection and use of information in relation to this policy. The Personal Information that we collect is used for providing and improving the Service. We will not use or share your information with anyone except as described in this Privacy Policy.

The terms used in this Privacy Policy have the same meanings as in our Terms and Conditions, which are accessible at DBEI unless otherwise defined in this Privacy Policy.

Information Collection and Use

For a better experience, while using our Service, we may require you to provide us with certain personally identifiable information, including but not limited to Email, Feedback, Contact Info. The information that we request will be retained by us and used as described in this privacy policy.

The app does use third-party services that may collect information used to identify you.

Link to the privacy policy of third-party service providers used by the app

- [Google Play Services](#)
- [Google Analytics for Firebase](#)
- [QuickChart](#)

Log Data

We want to inform you that whenever you use our Service, in a case of an error in the app we collect data and information (through third-party products) on your phone called Log Data. This Log Data may include information such as your device Internet Protocol (“IP”) address, device name, operating system version, the configuration of the app when utilizing our Service, the time and date of your use of the Service, and other statistics.

Cookies

Cookies are files with a small amount of data that are commonly used as anonymous unique identifiers. These are sent to your browser from the websites that you visit and are stored on your device’s internal memory.

This Service does not use these “cookies” explicitly. However, the app may use third-party code and libraries that use “cookies” to collect information and improve their services. You have the option to either accept or refuse these cookies and know when a cookie is being sent to your device. If you choose to refuse our cookies, you may not be able to use some portions of this Service.

Service Providers

We may employ third-party companies and individuals due to the following reasons:

- To facilitate our Service;
- To provide the Service on our behalf;
- To perform Service-related services; or
- To assist us in analyzing how our Service is used.

We want to inform users of this Service that these third parties have access to their Personal Information. The reason is to perform the tasks assigned to them on our behalf. However, they are obligated not to disclose or use the information for any other purpose.

Security

We value your trust in providing us your Personal Information, thus we are striving to use commercially acceptable means of protecting it. But remember that no method of transmission over the internet, or method of electronic storage is 100% secure and reliable, and we cannot guarantee its absolute security.

Links to Other Sites

This Service may contain links to other sites. If you click on a third-party link, you will be directed to that site. Note that these external sites are not operated by us. Therefore, we strongly advise you to review the Privacy Policy of these websites. We have no control over and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

Children's Privacy

These Services do not address anyone under the age of 13. We do not knowingly collect personally identifiable information from children under 13 years of age. In the case we discover that a child under 13 has provided us with personal information, we immediately delete this from our servers. If you are a parent or guardian and you are aware that your child has provided us with personal information, please contact us so that we will be able to do the necessary actions.

Changes to This Privacy Policy

We may update our Privacy Policy from time to time. Thus, you are advised to review this page periodically for any changes. We will notify you of any changes by posting the new Privacy Policy on this page.

This policy is effective as of 2022-10-29

Contact Us

If you have any questions or suggestions about our Privacy Policy, do not hesitate to contact us at app.support@dbei.org.

DATA RETENTION POLICY

Digital Built Environment Institute (DBEI) seeks to ensure that it retains only data necessary to effectively conduct its program activities and work in fulfillment of its mission. The need to retain data varies widely with the type of data and the purpose for which it was collected. DBEI strives to ensure that data is only retained for the period necessary to fulfil the purpose for which it was collected and is fully deleted when no longer required. This policy sets forth DBEI's guidelines on data retention and is to be consistently applied throughout the organization.

Scope

This policy covers all data collected by DBEI and stored on DBEI owned or leased systems and media, regardless of location. It applies to both data collected and held electronically (including photographs, video, and audio recordings) and data that is collected and held as hard copy or paper files. The need to retain certain information may be mandated by federal or local law, federal regulations, and legitimate business purposes, as well as the EU General Data Protection Regulation (GDPR).

Reasons for Data Retention

DBEI retains only that data that is necessary to effectively conduct its program activities, fulfil its mission and comply with applicable laws and regulations. Reasons for data retention include:

- Providing an ongoing service to the data subject (e.g. sending a newsletter, publication or ongoing program updates to an individual, ongoing training or participation in DBEI's programs, processing of employee payroll and other benefits)
- Compliance with applicable laws and regulations associated with financial and programmatic reporting by DBEI to its funding agencies and other donors
- Other regulatory requirements
- Security incident or other investigation
- Intellectual property preservation
- Litigation

Data Duplication

DBEI seeks to avoid duplication in data storage whenever possible, though there may be instances in which for programmatic or other business reasons it is necessary for data to be held in more than one place. This policy applies to all data in DBEI's possession, including duplicate copies of data.

Retention Requirements

DBEI has set the following guidelines for retaining all personal data as defined in the Institute's data privacy policy.

- App user data will be retained as long as necessary to provide the service requested/initiated through the DBEI website or the DBEI App.
- Event participant data will be retained for the period of the event, including any follow up activities, such as the distribution of reports, until the participant requests the deletion of their data by contacting DBEI at app.support@dbei.org ;

Data Deletion

Users and Participants can request the deletion of their data by contacting DBEI at app.support@dbei.org ;

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