

PWA Privacy Policy for Ease Taskforce

1. Scope & Purpose

This Progressive Web App (PWA), "Ease Taskforce" ("the App"), is an internal tool provided by Computer Ease Limited ("Company," "we," "us," or "our") exclusively for employee use. This policy explains how we collect, use, and protect data accessed through the App.

By using this PWA, you acknowledge that it is for business purposes only and consent to the data practices described below.

2. Data We Collect

a) Employee-Provided Data

- Login credentials
- Work-related inputs
- Contact details

b) Automatically Collected Data

- Device & browser information (for compatibility & security)
- Usage analytics (features accessed, session duration)
- IP address (for security monitoring)
- Service worker caching (for offline functionality)

c) No Personal Data Beyond Work Needs

The App is not designed to collect unnecessary personal data. Any stored information is strictly for business operations.

3. How We Use Employee Data

- To provide and maintain the App's functionality
- To improve internal workflows and user experience
- For security monitoring and fraud prevention
- For compliance with company policies and legal obligations

4. Data Storage & Security

- All data is stored on secured company servers or approved cloud providers.
- Local caching via service workers may occur for offline use but does not retain sensitive data unnecessarily.

- Access is restricted to authorized personnel only.

5. Third-Party Services

If the App integrates with third-party tools (e.g., Microsoft 365, Google Workspace, or internal APIs), their data handling policies apply alongside ours.

6. Employee Rights & Responsibilities

- Employees must not misuse the App or store unauthorized personal data.
- Employees may request access to their data or report concerns to [HR Contact].
- The Company reserves the right to monitor App usage for security and compliance.

7. Policy Updates

We may update this policy as needed. Continued use of the App constitutes acceptance of changes.

8. Contact

For questions about data handling, contact:

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