

## Data Recovery Services Security Policy

**"Our Priority Is Always to Keep Your Confidential Data Safe And Secure"**

SysTools is committed to protect your confidential data and thus, maintains privacy of the information, which is shared by users with us. We do not distribute your information that is shared by you with us, beyond the strict necessity to accomplish our duties for benefiting you. Please go through this document to understand the basic agreement between SysTools Data recovery services and clients. You can also consider this as Terms and Conditions, which are agreed when we are attempting Data Recovery services for any payed client.

**1. Confidentiality of Data:** The data (either its copy or cloned pictures of storage media) that is provided to us by our clients is kept in a very secretive manner. Temporary copies of information are created and kept with us for 10 working days for retaining purpose, until complete payment is not made by a client.

**2. Advance Data Security:** Information which is provided to us by clients or recovered while processing is kept under high security. Apart from data recovery service providers and a client, the information will not be revealed in front of any third person. Even the information stored on physical media is kept within a secure environment.

**3. 24\*7 Data Surveillance:** The area where data recovery procedure takes place is protected with CCTV camera. Surveillance system is very much strong in our organization and recording of each & every activity performed in data storage area takes place. Therefore, 24\*7 activities record is maintained with us.

**4. Restrict Information Access:** SysTools Data recovery service providers are only the authorized persons to access gathered or recovered data. We store data with such advance technologies that no other second person can retrieve personal information of our clients to accomplish any other hazardous activity.

**5. High Security At Entrance:** Our entrance system is designed in such a way that doors will get open only for an authorized person. If somebody else wants to enter the premises then, he/she will have to go through a legal procedure for acquiring permission to enter into the premises. Each entrance is protected by a digitalized lock whose key is only known to authorized persons.

**6. Data Kept In Restricted Area:** Since we know that during office hours the premises is opened for public therefore, the client's data is stored in a restricted area of the organization where no common person can enter into it. Data storage area remains under CCTV surveillance and locked with an another digitized system, which is different from entrance.

**7. Change In Data Security Policy:** SysTools is having full right to change or make alterations to the existing information security policy at its exclusive discretion. We give you assurance that the changes will always be to enhance the data security. In addition, whatever changes made by us will be notified on this page. Therefore, keep visiting this page to stay updated regarding changes.

**Note:** SysTools Data Recovery service providers only take full payment when data is successfully recovered. Hence, if data is not recovered then, clients need not to pay any cost for our service.