

# SECURITY FACTS



## You're worried about security and privacy, and so are we.

Your account is protected by a username and password that only you should know. Search engines do not crawl any of the directory data located within the password-protected portion. We take your privacy and your church members' privacy very seriously.



### General Security.

We are always making sure the *Instant Church Directory* website and databases are up to date with the latest security patches to protect against any current and future security threats. To ensure your directories are safe, we only allow access to members who are entered in the directory, and directories are automatically "wiped" from devices if you remove a member from your directory.



### Mobile App Security.

We built a fully secure system for all our mobile apps. Only active members you authorize can gain access to your directory, and access is revoked as soon as you change any member to inactive. If you prefer that your directory is not available via the app, simply disable the feature.



### PDF Security.

One output of *Instant Church Directory* is a PDF file, which we highly recommend you password protect. We do not post these PDF files to anyone but the account administrator (you). The URL to your PDF is unique to your account. You control whether it is made public and available for search, for instance, by posting it to your church's website.

If you put the URL on your website, search engines are able to find your Church Directory PDF. It is still protected by the password you assigned and members' information is inaccessible without the password.



### Member Information Security.

Even though your data is stored with us, we at *Instant Church Directory* do not access your members' data, except for specific troubleshooting purposes within the directory. All data provided by members is held securely and we do not use member information such as phone numbers or emails for marketing purposes (either internally or by selling the information to other organizations).



### Online Member Directory Security.

We have a fully secure system for the online access just like the mobile app. Only members who are entered in the directory can login to the website, and once that member is removed they no longer have access. You can also make members inactive if they do not want their information to be shown on the online directory or app.



### Data Storage Security.

Directory data is stored using a private cloud environment in a private data center (meaning it does not operate in a "shared environment" with others).

We use industry best practices for securing and backing up our servers and data, including proactive 24/7 monitoring of our services for possible intrusions.