# **Assistant Al Privacy Policy**

Effective date: 12/09/25 Last updated: 12/09/25

This notice explains how **Kalnet4u Ltd TA Tamar Telecommunications** ("we", "us", "our") handles your data when you use our **AI Assistant Service**. It should be read alongside our main <u>Privacy Policy</u>.

#### 1. What this service does

- We record your incoming calls on numbers provided by us.
- We do not make the audio recordings available for you to download or play unless you have
  Tamar Call Recording enabled on your account
- We use the recordings to analyse calls.
- Transcripts are available in your account for **6 months**.
- The original audio recording is **deleted within 1 week** of processing unless you have Tamar Call Recording enabled.

### 2. What data we process

#### We process:

- The audio of recorded calls.
- The text transcript, summary & meta data we generate.
- Phone numbers of callers and recipients.
- Call details such as time, date, and duration.

## 3. How your data is processed

- Recordings are securely captured through our self-hosted telephony platform.
- We send the recordings to OpenAI, LLC (in the USA) to transcribe and summarise the call.
- The audio file is automatically deleted from our systems within 1 week.
- We store the transcript and summary in your customer account for 6 months.

## 4. Why we process this data

We process this data to deliver the service you have purchased. We also rely on **legitimate interest** to help your business keep accurate call records and improve service quality.

# 5. Sharing and international transfers

We only share recordings with **OpenAI** for transcription.

- OpenAl acts as our data processor.
- We use **Standard Contractual Clauses (SCCs)** to protect your data when transferring it to the USA, <u>available here</u>.

# 6. Your responsibilities

- You must inform callers that calls are recorded.
- You must follow any local rules or regulations about recording calls.

## 7. Your rights

Under UK GDPR, you can:

- Access, correct, or delete your personal data.
- Object to or restrict processing.
- Request a portable copy of your data.

Contact us at hello@tamar.co.uk to exercise these rights.