

CONTLANT LIMITED

ScopeSpace Cookie Notice

Cookies and similar technologies used on Contlant websites and ScopeSpace

Provider Contlant Limited

Services contlant.com and ScopeSpace

Version V1

Service reach International

Contact privacy@contlant.com | +254 780 074 521

Registered address Muthithi Road, Westlands, Nairobi, Kenya

Company number PVT-DLUP8X5A

Effective date 21 September 2026

This Notice explains when Contlant stores or accesses information on a device, which technologies are essential, when consent is requested and how choices can be changed. It should be read with the ScopeSpace Privacy Policy.

1 Purpose and scope

This Cookie Notice applies to Contlant's public websites, public calculators and appointment pages, sign-in pages, authenticated ScopeSpace services and connected product modules. It covers cookies, browser storage, pixels, software development kit storage and similar technologies that store information on, or read information from, a computer, phone or other device.

Contlant uses only the technologies needed to provide and secure a requested service unless the user makes a valid choice for an optional purpose. A technology that is useful to Contlant but not essential to the user's request is not treated as strictly necessary merely because it supports measurement, convenience or revenue.

2 What cookies and similar technologies are

A cookie is a small text record placed on a browser or device. A session cookie normally expires when the session or stated period ends; a persistent cookie remains until its expiry date or deletion. First-party cookies are set for Contlant's service domain. Third-party technologies are provided by another organisation, such as an analytics, payment or identity provider.

ScopeSpace may also use local storage or comparable browser storage. These records are not always cookies, but this Notice applies to them because they can remember a browser choice or support a service in a similar way.

3 How choices work

3.1 Public website visitors

Contlant does not activate non-essential analytics or optional storage on pre-login pages. Public visitors can use public content, calculators, appointment booking and contact routes without an authenticated cookie preference. Optional controls are available after sign-in in the Privacy Dashboard.

3.2 Signed-in users

After sign-in, the authenticated Privacy Dashboard is the primary place for a user to review and change optional cookie preferences associated with that ScopeSpace account. The preference record should identify the categories chosen, notice version, time, source and account or browser context necessary to enforce the choice and demonstrate compliance.

A dashboard choice should be applied across Contlant-controlled services where technically feasible. Device-level storage may still need to be read or cleared on each browser. A user who is signed out, uses a different browser or blocks account synchronisation may need to set the browser choice again.

3.3 Essential technologies

Strictly necessary technologies remain active because they are required to provide a requested function, maintain a secure session, protect an authentication or integration flow, remember a privacy choice or balance service traffic. They are not used for advertising. Blocking them in a browser may prevent sign-in, checkout, calendar connection or other requested functionality.

4 Categories of technology

Category	Purpose	Choice
Strictly necessary	Authentication, security, session continuity, fraud prevention, service routing, checkout state and integration handshakes.	Always active for the requested function.
Preferences	Remember privacy, language, display or accessibility choices.	Optional unless needed to remember the user's privacy choice.
Analytics	Measure page visits, broad device information, referral paths and selected interactions so Contlant can understand and improve its services.	Not used on pre-login pages. Any authenticated optional analytics requires a Privacy Dashboard choice before activation.
Functional integrations	Enable a user-selected calendar, identity, payment or communications provider.	Activated by the user's request; the provider may apply its own technologies and terms.
Advertising	Build profiles, deliver targeted advertising or measure advertising across services.	Not currently authorised by this Notice. Requires a separate assessment, notice and consent before activation.

5 Current Contlant controlled technologies

Name or pattern	Type and purpose	Typical duration
scopepayroll_session	First-party strictly necessary signed session for authentication, tenant and role access. HttpOnly, Secure in production and SameSite Lax.	8 hours for a user session; 90 minutes for a demonstration session.
sp_g_state	First-party strictly necessary Google sign-in state record used to prevent request forgery.	10 minutes.
sp_g_verifier	First-party strictly necessary PKCE verifier for the Google sign-in flow.	10 minutes.
sp_g_nonce	First-party strictly necessary nonce used to reduce replay risk during Google sign-in.	10 minutes.
sa_calendar_oauth	First-party strictly necessary handshake record for a user-requested calendar connection.	10 minutes.

6 Public website analytics

Contlant does not use optional analytics cookies or similar analytics storage on pre-login pages under V1. If Contlant later proposes authenticated optional analytics, it must first update this Notice and present the choice through the authenticated Privacy Dashboard before activation.

7 Payments integrations and embedded services

When a user requests checkout or connects an external service, the provider may set or read its own cookies or similar technologies. Paystack may use technologies needed to process payment, prevent fraud and maintain checkout security. Google, Microsoft or Apple may use technologies when the user signs in with, or connects, the relevant provider. Those providers determine some purposes independently and publish their own notices.

Contlant should avoid loading third-party embeds before they are requested. If a future map, video, support widget, social plugin, advertising tag or other embed uses non-essential storage or tracking, it must remain blocked until the required choice has been made.

8 Legal bases and international application

Rules differ by country. Contlant applies a protective global baseline: clear information, prior choice for optional storage or access technology, equal access when optional analytics is refused, and a simple way to change the choice. Where law permits a different basis or exception, Contlant may rely on it only after documenting the applicable purpose, necessity and safeguards.

Where cookie identifiers, online identifiers or related information are Personal Data, Contlant processes them under the ScopeSpace Privacy Policy. Depending on the purpose and jurisdiction, the relevant basis may include consent, performance of a requested service, compliance with law or legitimate interests for proportionate security. Consent for optional storage does not convert unrelated processing into a necessary service.

9 Managing and deleting technologies

1. After sign-in, use the authenticated Privacy Dashboard to review available optional preferences.
2. After sign-in, open the authenticated Privacy Dashboard to review available ScopeSpace cookie and preference controls.
3. Use browser settings to view, block or delete cookies and local storage. Blocking all cookies may end a session or prevent a requested integration.
4. Use the relevant Google, Microsoft, Apple or payment-provider controls for technology governed by that provider.
5. Contact privacy@contlant.com if a control does not work or if you need information about a technology not listed here.

Browser signals such as Do Not Track or Global Privacy Control are honoured where required by applicable law or expressly supported by the relevant Contlant service. They do not automatically replace a specific consent choice for every technology or jurisdiction.

10 Retention and preference evidence

Each cookie or storage item is retained only for the period stated in the current register or for a shorter period imposed by the browser or provider. Contlant should periodically review whether the duration remains necessary. When a preference changes, Contlant should stop the affected optional use promptly and update or delete related browser storage where technically possible.

Contlant may retain a limited record of the user's privacy choice for as long as reasonably necessary to apply that choice, resolve disputes and demonstrate compliance. The record should be separated from product content, access-controlled and limited to the evidence required for those purposes.

11 Changes to this Notice

Contlant may update this Notice when technology, providers, purposes or law change. The published version will state its effective date. Contlant will request a new choice before materially different optional technology is activated where a fresh choice is required. A previous consent does not cover a new incompatible purpose.

12 Contact

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