



# Security at IncoDocs

The security & privacy of your data is of utmost importance to us here at IncoDocs. Security maintenance includes:

## Physical Security

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IncoDocs' production systems run on Amazon Web Services (AWS), a popular cloud computing platform. [AWS' security policy](#) details the physical, network, system and data security they provide.

## Data Protection

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We encrypt all data that goes between you and IncoDocs using industry-standard TLS (Transport Layer Security). Server-side encryption protects your data at rest using 256-bit Advanced Encryption Standard (AES-256), the same level of encryption used by the US government to secure classified information and by the NSA to protect national security data.

## Data Retention

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All data is backed up offsite daily for recovery from disasters.

IncoDocs stores the minimum amount of data required in order to provide our services. Customer, product and pricing data must be stored by IncoDocs, but credit cards details are stored by PCI compliant service partners.

## Password Security

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Password security is maintained through minimum passwords lengths and automatic lockout on repeated login failures.

To maximise your safety, IncoDocs recommend your password be at least 10 characters with a mixture of letters, numbers and symbol characters. We recommend that the password you use for IncoDocs is unique and not used for any other web sites. A password manager such as [1Password](#) or [LastPass](#) is recommended to manage your passwords.

No plain text passwords are stored at any time.

For more information on data collection & privacy, view our [privacy policy](#).