

Overview for your company.

How DCRSP works for each team, what data it holds and who receives it, and what you control. Written for procurement, IT and security, finance, payroll, the transport team and the people who ride.

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// DCRSP in one page

DCRSP gets late-shift employees home in shared taxis. Employees book tonight's ride on their work PC. When booking closes, DCRSP groups them into cars of up to four, orders each car from your taxi company, and sends every rider one link to their trip. Your teams see every night's cars and the cost of every ride.

What DCRSP does

- ✓ Groups riders into the cheapest fair set of cars, within limits you set
- ✓ Orders each car from your taxi company, in the right size
- ✓ Gives each rider a trip page: car, plate, drop-off order, group chat, 112 button
- ✓ Gives transport, finance, payroll and project owners a view of their own
- ✓ Runs on a one-time email link for sign-in, with no passwords

What DCRSP does not do

- ✗ Handle ride money. You pay the taxi company directly, on your own contract
- ✗ Need an app. Everything runs in a web browser
- ✗ Use phone location. There is no live tracking of riders
- ✗ Need an HR system or roster. People with a work email on your domains can sign in
- ✗ Send co-riders' addresses to the taxi company

// A night, step by step

Times are relative to a departure time T. Slots are every 30 minutes by default; each office sets its own list.

WHEN	WHAT HAPPENS	WHO SEES IT
12:00	Booking for tonight opens. One booking per rider per night, for themselves only.	Riders
T - 60 min	Booking closes. DCRSP plans the cheapest grouping that respects the car limits. A rider rides alone when that is cheaper than a detour.	Transport team
T - 30 min	Cars, drop-off order and the "voucher holder" (the last rider home) are fixed. Each car is ordered from your taxi company. Each rider gets one email containing only a link.	Riders, transport team
T - 22 min	Order check. If the taxi company has no booking for a car, riders are told on their trip page to take a licensed taxi and claim the fare. Staff get an alert.	Riders, staff
T - 15 min	The voucher holder confirms with one tap. If not, the next-to-last rider is prompted as a backup.	Holder, backup
T - 10 min	The group chat opens.	Riders in that car
T	The plate appears once the taxi company assigns a car. The car waits up to 15 minutes for a rider who tapped "running late".	Riders
End	When the taxi company reports the ride completed, the trip page closes and the car's final price is stored as its cost.	Finance, payroll

How the groups are chosen

Every possible grouping of tonight's riders is checked against road travel times. A grouping is allowed only if, in every car: there are at most four riders and four stops, nobody rides more than 15 minutes longer than they would alone, and no ride is longer than 60 minutes. Among the allowed groupings DCRSP picks the lowest total cost, then the fewest kilometres. Nobody who booked is left without a car. These limits are defaults; each company can change them.

// What each level of your company does and sees

There are two kinds of sign-in for a client: **rider** and **company admin**. A company admin can open four views. The views separate the questions each team asks; they are not separate permissions, so every company admin can open all four.

EMPLOYEES · RIDERS

Book, ride, give feedback

- Sign in on the work PC with an emailed link and book tonight's slot.
- Set a home address once, with the exact pin where the car should stop.
- Follow the car on the trip page from any phone: plate, drop-off order, chat.
- Show the driver the stops on a Bulgarian-language screen.
- Rate the ride before the next booking.

TRANSPORT TEAM · COMPANY ADMIN

Run the night

- Tonight's board: every car, its riders, its plate and its status.
- Approve home-address changes and homes outside the service area.
- Handle no-show disputes and read rider feedback.
- Book visitor rides for guests and clients.
- Stop automatic ordering with the kill switch, behind a typed confirmation.

FINANCE · CFO VIEW

See every euro

- Monthly spend and the month-by-month trend.
- Cost per rider-trip and the share of solo rides.
- Use against a monthly budget you set per office.
- Cost is the taxi company's final price once read, otherwise the plan's estimate, marked as estimated.

PAYROLL · PAYROLL VIEW

Rides per employee

- Each employee's rides for the month, with the cost of each car.
- Download as a CSV that Excel opens.
- No per-person split of a shared car is calculated: the car's cost is shown against its riders.

ACCOUNT MANAGERS · PROJECT VIEW

Cost of a project

- One project's riders, rides and cost, including visitor rides it hosted.
- Projects are optional: a company has them only if its admin sets them up.

IT AND SECURITY

Control access and data

- Sign-in is limited to the email domains your company registers.
- Every opening of a home address or car chat by staff is logged.
- Details are in the next section.

Who can see what

INFORMATION	THE RIDER	RIDERS IN THE SAME CAR	COMPANY ADMINS	DCRSP
Own booking and trip	Yes	n/a	Yes	Yes
Co-riders' names and neighbourhoods	Yes, while the trip page is open	Yes	Yes	Yes
Co-riders' street addresses	Only after tapping "Show address", with a confidentiality notice and a watermark of the viewer's name	Same	Yes; each opening is logged	Yes; each opening is logged
Car chat	Members of that car	Yes	Yes, for disputes; logged	Yes; logged
Cost of rides	No	No	Yes	Totals for billing

A web page cannot block screenshots. The trip page shows a confidentiality notice and a watermark with the viewer's name to discourage sharing, and it closes when the ride is completed.

// Data and security

What DCRSP holds

DATA	WHY	PROTECTION
Name and work email	Sign-in, trip pages, the taxi order	Stored in the access-controlled database, separated per client
Home address and map pin	Grouping, drop-off order, the car stops	Encrypted before it is stored
Mobile number	Passed to the taxi company for the car's holder	Encrypted
Personal email	The one link email per ride	Encrypted
Bookings, cars, stops, costs	Operations, finance and payroll views	Separated per client at database level
Chat messages, feedback, no-show marks	Group coordination and dispute review	Kept 13 months, then deleted
Visitor name, email, phone and payment code	Visitor rides booked by an admin	Encrypted; cleared 30 days after the ride

Where it runs

- **Google Cloud, Belgium (europe-west1).** Daily database backups are kept 7 days with 7-day point-in-time recovery, and an export is stored in a second EU region (Netherlands) for 35 days.
- **Road times come from DCRSP's own map server** (OpenStreetMap data) running in the same project. Home locations are not sent to an outside routing service.
- **Each client's data is separated in the database,** not only in the application. A request made for one client cannot read another's rows.

Who receives data

PROVIDER	FOR	WHAT IT RECEIVES
Google Cloud	Hosting, database, key management	All stored data, in Belgium. Personal fields are encrypted with keys held in Google Cloud KMS.
Your taxi company (Yellow, through Autocab eBooker)	Ordering each car	Per car: the voucher holder's name, work email and phone, the pickup point, the last stop's address, a ride code and the rider count. Co-riders' addresses are not sent.
Zoho ZeptoMail (EU)	Sending email	The recipient address and the message. Trip emails contain only a link: no times, plates or addresses.
LocationIQ (OpenStreetMap geocoder)	Looking up an office's pickup address, in the DCRSP owner console	The office address text typed by DCRSP staff. No rider data.
Google Maps Platform	Address search and the pin map, in the rider's browser	The address text a rider types and map interactions. No names, emails or phone numbers.
Cloudflare	DNS for dcrsp.xyz; a bot check on the sign-in page	DNS only: rider traffic does not pass through Cloudflare. The bot check sees the visitor of the sign-in page.

Access and sign-in

- **One-time email link, no passwords.** A link is single use, valid 10 minutes, stored hashed and rate limited. It is sent only to an email on a registered company domain or to a named account that DCRSP has activated; any other address sees the same page and gets nothing.
- **Sessions** end after 30 minutes without activity and after 12 hours at most. Sensitive platform-owner actions need a sign-in from the last 15 minutes.
- **Audit trail.** Opening a rider's address, a car chat or a violation report is recorded (who, what, when) in a tamper-evident chain. DCRSP staff can view the product as a user, read-only, with a visible banner and a log entry.
- **Kill switch.** A company admin or DCRSP can stop automatic ordering at once. Booked riders are then told to take a licensed taxi and claim the fare.
- **Trip links** are temporary and are excluded from request logs.

How long data is kept

DATA	KEPT
Chats, feedback, no-show marks, night timeline, monthly rider lists	13 months
Email records, raw taxi-company status events	90 days
Trip links	30 days after they expire
Driver's first name, visitor contact details and payment codes	30 days
Sign-in codes, rate-limit counters	24 hours after expiry

Contract documents. The data processing agreement and the privacy notice are agreed with your company during onboarding. Ask us for them at any time at info@baklavaventures.com.

// Setting up, and what you control

Setup

1. **Your company.** One legal entity per country, with its time zone.
2. **Email domains.** A domain belongs to exactly one client. People on these domains can sign in.
3. **Offices.** Each has a pickup point, a meeting spot and its list of departure times.
4. **Company admins,** named by work email.
5. **Your taxi company,** connected so cars can be ordered for you. DCRSP switches ordering on for a client only once the connection has been checked, and agrees the date with you.
6. **Tutorials.** Every role gets a short first-time tour.

Settings your company controls, per office

SETTING	DEFAULT
Departure times	Every 30 minutes, 22:00 to 06:00
Booking window	Opens 12:00; closes 60 minutes before departure
Riders per car	Up to 4
Longest extra time for any rider	15 minutes compared with riding alone
Longest ride	60 minutes
Wait for a late rider	15 minutes
Monthly budget per office	Optional; shown on the CFO view. It never blocks a booking.
Visitor-ride rules	Days ahead, minimum notice, passengers per car

When cars are ordered is set by DCRSP. Changes to settings apply from the next night.

// Price and terms

Office fee	€99 per office per month, or €1,000 per office per year when paid yearly (€188 less)
Rider fee	€3 per active rider per month. A rider is active in a month once they have been carried at least once. A visitor who rides counts once, like an employee.
Contract	Annual, billed monthly. Invoiced by Baklava Ventures.
Not included	Taxi fares. You pay your taxi company directly under your own contract.
Support	By email, best effort. No uptime guarantee is offered at present.

// Good to know

- If a car does not come, riders take a licensed taxi and claim the fare through your expense process. DCRSP never cancels a taxi order by itself.
- A rider who misses the car after the wait makes their own way home. They are not rebooked.
- Once an order has been sent, DCRSP does not change it. Changes after a car is dispatched go to the taxi company directly.
- Booking is for tonight only, and rides run from the office to home.
- Planned times use road data, not live traffic.
- The interface is in English. The "show to driver" screen is in Bulgarian.
- Yellow, through Autocab eBooker, is the taxi company DCRSP supports today. Ask us about another provider.

Questions, or a demo at your office: info@baklavaventures.com · dcrsp.xyz