

PRIVACY POLICY

LAST UPDATED: 23.07.2020

- A. This Privacy Policy (“**Policy**”) outlines Iosynth Labs Private Limited’s and its affiliates’ (“**Iosynth**”, “**we**”, or “**us**”) practices in relation to the storage, use, processing, and disclosure of personal data that we collect or that you have chosen to share with us when you access or use our website <http://www.iosynth.com> (“**Website**”) or otherwise interact with us.
- B. At Iosynth, we are committed to protecting your personal data and respecting your privacy. Please read the following terms of the Policy carefully to understand our practices regarding your personal data and how we will treat it. This Policy sets out the basis on which any personal data we collect from you or about you, or that you provide to us, will be processed by us.
- C. Capitalised words in the Policy shall have the same meaning ascribed to them in the Terms and Conditions (“**Terms**”), available at <https://www.iosynth.com/terms-and-conditions.php> . Please read this Policy in consonance with the Terms.
- D. By using the Website, you consent to the collection, storage, use, transfer, and disclosure of your personal data, in accordance with, and are agreeing to be bound by, this Policy.

1. THE DATA WE COLLECT ABOUT YOU

- 1.1. Personal data, or personal information, means any information about an individual from which that person can be identified. It does not include data where the identity has been removed (for example: anonymous data).
- 1.2. We collect, use, store, and transfer personal data about you in connection with your use of the Website. Such personal data includes:
 - (a) Identity data - data pertaining to your identity and related data, such as your first and last name, feedback, survey responses, etc.;
 - (b) Contact data - including email addresses and phone numbers;
 - (c) Device data – includes IP addresses, browser types and versions, time zone settings, and locations, etc.; and
 - (d) Usage data - including information about how you use our Website.

- 1.3. We also collect, use, and share aggregated data such as statistical or analytical data for any purpose. Aggregated data could be derived from your personal data does not personally identify you. For example, we may aggregate your usage data to calculate the percentage of users accessing our Website from a specific geographical area.

2. HOW YOUR PERSONAL DATA IS COLLECTED

- 2.1. We use different methods to collect and process data about you.

- (a) Information you give us – This is the information (including identity, contact, and communications data) you consent to giving us about you when you use our Website or by corresponding with us (for example, by email or chat). It includes information you provide when you wish to have us contact you and when you report a problem with our Website. If you contact us, we will keep a record of the information shared during the correspondence.
- (b) Information we collect about you and your device – Each time you visit our Website, we will automatically collect personal data including device and usage data. We collect this data using cookies and other similar technologies.

3. AUTHENTICITY OF INFORMATION

- 3.1. You agree that the information and personal data you provide us with are true, correct, and accurate. We shall not be liable for any incorrect or false information or personal data that you might provide.
- 3.2. You may review the information and personal data that you have provided during your use of the Website and choose to correct or modify this as well. You may do so by writing to us or our Grievance Officer at the address provided in Section 10 of this Policy.

4. HOW WE USE YOUR PERSONAL DATA AND FOR WHAT PURPOSES

- 4.1. We will only use your personal data as the law allows us to. Most commonly, we will use your personal data to contact you, or where we need to comply with a legal obligation.
- 4.2. You understand that when you consent to providing us with your personal data, you also consent to us disclosing such data to third parties. In general, we disclose your personal data to manage our relationship with you, in connection with the Services, or to provide the Website to you.
- 4.3. You are aware that by using our Website, you authorise us, our associate partners, and affiliates to contact you via email, phone, or otherwise. This is to ensure that you are aware of all the services offered by Iosynth.

- 4.4. You are aware that any and all information pertaining to you, whether or not you directly provide it to us, including but not limited to personal correspondence such as emails, chats, etc., may be collected, compiled, and shared by us in order to render services to you and you expressly authorise us to do so. This may include but not be limited to storage providers, data analytics providers, consultants, lawyers, and auditors. We may also share this information with our affiliates.
- 4.5. You agree and acknowledge that we may share data without your consent, when it is required by law or by any court or government agency or authority to disclose such information. Such disclosures are made in good faith and belief that it is reasonably necessary to do so for enforcing this Policy or the terms of the arrangement we have with you, or in order to comply with any applicable laws and regulations.

5. TRANSFER OF PERSONAL DATA

- (a) If you use the Services while you are outside India, your information may be transferred to a country other than India in order to provide you with the Services.
- (b) By submitting your information and personal data to us, you agree to the transfer, storage, and/or processing of such information and personal data outside India in the manner described above.

6. COOKIES

- (a) We use cookies and/or other tracking technologies to distinguish you from other users of the Website and to remember your preferences. This helps us to provide you with a good experience when you use our Website and also allows us to improve the Website.
- (b) We collect data by way of 'cookies'. Cookies are small data files which are stored on your computer or device (hard drive). The cookies shall not provide access to data in your computer or device such as email addresses or any other data that can be traced to you personally. The data collected by way of cookies will allow us to administer the Website and provide you with a tailored and user-friendly service. Most browsers and devices can be set to notify when you receive a cookie or prevent cookies from being sent. If you do prevent cookies from being sent, it may limit the functionality that we can provide when you access or use our Website.

7. DATA RETENTION

You are aware that your personal data will continue to be stored and retained by us for a reasonable period after termination of your use of our Website.

8. BUSINESS TRANSITIONS

You are aware that in the event we go through a business transition, such as a merger, acquisition by another organisation, or sale of all or a portion of our assets, your personal data might be among the assets transferred.

9. CHANGE IN PRIVACY POLICY

- (a) We keep our Policy under regular review and may amend this Policy from time to time, at our sole discretion.
- (b) The terms of this Policy may change and if it does, these changes will be posted on this page: <https://www.iosynth.com/privacy-policy.php>.

10. GRIEVANCE OFFICER

You may contact us by email at [contact \[at\] iosynth.com](mailto:contact@iosynth.com) with any enquiry relating to this Policy or an enquiry relating to your personal information (including reviewing or updating). You can also do so by writing to our Grievance Officer, established in accordance with the Information Technology Act, 2000 and rules made thereunder, at the address provided below:

Name: Iosynth Management

Email Address: [contact \[at\] iosynth.com](mailto:contact@iosynth.com)