

## **Privacy Policy**

We, The Waterbase Limited (“TWL” or “we” or “our”) understand the importance of your privacy and take your privacy seriously. This privacy policy explains how The Waterbase Limited (“TWL”) collect and use personal information and data, when you use our website. This policy applies to our website waterbaseindia.com and to your personal data that is processed while using our website and explains the data protection and privacy obligations of TWL under various applicable laws and regulations governing such data.

We are committed to protection of your personal information and data shared on our website. Our Privacy Policy is subject to change at any time without notice, you are therefore advised to please review this policy periodically. Please read this privacy policy carefully before using this website or submitting any personal information.

By using the site, you are accepting and consenting to the practices described in this privacy policy. These practices may be changed any time and without any notice at the discretion of TWL. You are encouraged to review the privacy policy whenever you visit the site to make sure that you fully understand how any personal information you provide will be used.

### **Data Collection**

We collect personally identifiable information voluntarily submitted by our visitors while using our website. Some of the Categories of data processed by us on our website are as follows:

- Personal Information such as: Name, Gender, Age, Date of Birth, Postal and Email address, Contact number, Nationality etc;
- Online identifiers and Location Details such as: Device Information, Location and Network carrier, Geo-location, Logs, IP address etc;
- Communication Details such as: communications done through e-mails, SMS, instant messages and calls, record of any interactions and correspondence between us such as any interactions you have with our team members etc;
- Survey Information: Your responses to customer surveys conducted by us;
- Usage Details such as: Your visits to our website, use of social media platforms and other information collected through cookies.

### **Use of Data**

By using or continuing to use our Web Site, you give us unconditional consent to collect, use, store and process your Personal information. How we use collected data/personal information:

- To revert to the query raised by you on our website
- To consider your application for the specific position you have applied for on our website

### **Cookie/Tracking Technology**

We use cookies, permissions and other trackers in our Web Site to collect and process data and personal information about you. The information collected via cookies or URLs visited can be used for customizing or enhancing our services. You can configure your browser or device to refuse cookies, or to warn you before a cookie is placed, however if you disable cookies, some

parts of our websites may not function properly or at all. The privacy practices set forth herein are for this website only. If you link to other websites, please review the privacy policies posted at those sites.

### **Disclosure**

We may disclose your personal data to: (1) Government or appropriate authorities if we believe that it is reasonably necessary to comply with a law, regulation, legal process, (2) to protect the safety of any person, (3) to address fraud, security, or technical issues, (4) to protect our rights or the rights of those who use our Web Site. We do not sell, rent or share personal information made available to us with any companies for marketing purposes.

### **Data security**

We ensure that appropriate physical, technical and managerial safeguards are in place to protect your data from unauthorized access, alteration, transmission and deletion. Only our authorized employees, agents and contractors (who have agreed to keep information secure and confidential) have access to this information. In the event you apprehend any misuse or unauthorised access to your Data, kindly let us know immediately by connecting us via e-mail or contact number.

### **Retention and disposal of data**

We retain your Personal Information in our systems for as long as it is required for the purposes set out in this Privacy Policy and for legal or regulatory reasons. We ensure to delete all your personal information which are no longer required or needed by us. However, based on different data type or purpose, actual retention period may significantly vary.

Even upon deletion of your data, it may persist on backup for audit, legal, tax or regulatory purposes.

### **Limitation of Liability**

Our website may contain links to websites/apps/software of any other organisation or third parties. We shall not be held liable for any loss or damages suffered by you on account of visiting those links. Visiting or clicking all such links shall be solely at your risk, cost and consequences.

### **General**

In the event any court or competent authority find that our Privacy Policy or any part thereof is invalid, illegal or unenforceable, that provision or part of the Privacy Policy will, to the extent required, be deemed deleted and the validity of the rest the Privacy Policy shall remain effective and fully enforceable.

### **Privacy Contact Information**

In case you have any questions, concerns, or comments about our privacy policy you may contact us using the information below:

Email id or contact number

[info@waterbaseindia.com](mailto:info@waterbaseindia.com)

**+91-44-45661700**

*The Waterbase Limited*