

PRIVACY POLICY

Dated 27th October, 2023

This Privacy Policy describes our policies and procedures on the collection, use and disclosure of your information when you use our website.

We use your personal data to provide and improve our website. By using the website, you agree to the collection and use of information in accordance with this Privacy Policy.

1. Interpretation and Definitions

1.1. Interpretation

The following definitions (for the purpose of this Terms of Use) shall have the same meaning regardless of whether they appear in the singular, plural, capitalization, he/she or they, are taken as interchangeable and therefore as referring to the same.

1.2. Definitions

For the purposes of this Privacy Policy:

1.2.1. Firm (referred to as either 'the Firm', 'We', 'Us' or 'Our' in this Privacy Policy) refers to Via Vitae Solutions, a partnership firm incorporated under the Partnership Act, 1932 of India having its office at EC-202, Sector-I, Salt Lake City, Kolkata, 700064, West Bengal, India.

1.2.2. Country refers to India

1.2.3. Website refers to the website of Via Vitae Solutions, (accessible from <https://www.viavitae.co.in> and its associated subdomains) as a whole or any of its parts such as contents, resource files, functions or downloadable/exportable materials. But does not refer to any third-party hyperlinks, contents, resource files, functions or downloadable/exportable materials (collectively the 'Third-party resources') available on the website.

1.2.4. You (referred to as either 'You' or 'the User' in this Privacy Policy) means the individual accessing or using the website; or an organization/entity on behalf of which such individual is accessing or using the website – as applicable.

1.2.5. Account means a unique account (if any) created for you to access our website or parts of our website.

1.2.6. Device means a device that can access the website such as a computer, a mobile phone, a digital tablet or any capable digital device.

1.2.7. Cookies are small files that are placed on your device by our website, containing the details of your browsing history on our website among its many uses.

1.2.8. Personal Data is any information that relates to an identified (or identifiable) individual/organization/entity.

1.2.9. Usage Data refers to data collected automatically, either generated by the use of the website or from the website infrastructure itself.

1.2.10. Service Provider means any natural or legal person who processes the personal data, usage data or cookies on behalf of the Firm. It refers to third-party organizations or individuals employed by the Firm to facilitate/provide the service on behalf of the Firm, or to perform (or assist the Firm) in analyzing how the website is used.

1.2.11. Third-party Social Media Service refers to any website or any social network website through which a user can log in or create an account to use the website (if any).

2. Collection and usage of your data

2.1 Types of collected data

Following are the types of data we collected

2.1.1. Personal Data

While using our website, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. This identification information may include, but is not limited to:

- Full Name of Individual
- Organization Name
- Contact Number(s)
- Email Address(s)
- Designations(s)
- Address(es) including PIN/ZIP, State/Province, Country etc.
- Other personal, academic and professional information including bio-data containing Photo(s) impression of Signature(s)
- Inquiry/feedback messages

2.1.2 Usage Data

Usage Data has collected automatically when using the website.

Usage Data may include, but is not limited to, information such as the type of device you use, your device's – unique identifiers, Internet Protocol (IP) address, operating system, browser type, browser version, and the pages of our website that you visit, the time and date of your browse, the time spent on those pages and other diagnostic data.

We may also collect information that your browser sends whenever you visit our website or when you access the website.

2.1.3. Cookies

For more information about our use and your choices regarding cookies, please see our Cookie Policy.

2.2. Use of the collected data

We may use the collected data for the following purposes:

2.2.1. Maintenance of website: To provide and maintain our website, including monitoring the usage of our website.

2.2.2. Manage user requests: To manage your requests: To attend and manage your requests to us.

2.2.3. To contact user: To contact you by email, telephone calls, SMS, or other equivalent forms of electronic communication, such as a mobile application's push notifications regarding updates or information, when necessary or reasonable.

2.2.4. To manage user account: To manage your registration (if any) as a user of the website. The personal data you provide can give you access to different functionalities of the website that are available to you as a registered user.

2.2.5. For other purposes: We may use your information for other purposes, such as data analysis, identifying usage trends, determining the effectiveness of our promotional campaigns and evaluating and improving our service, products, services, marketing and your experience.

2.3. Share of the collected data

We may share Your personal information in the following situations:

2.3.1. With service providers: We may share your personal information with service providers to monitor and analyse the use of our website, and to contact you.

2.3.2. For business transfers: We may share or transfer your personal information in connection with, or during negotiations of, any merger, sale of assets, financing, or acquisition of all or a portion of our business to another person/organization.

2.3.3. With affiliates: We may share your information with our affiliates, in which case we will require those affiliates to honour this Privacy Policy. Affiliates include sister concerns, subsidiaries, joint venture partners or other organizations that we control or that are under common control with us.

2.3.4. With business partners: We may share your information with our business partners to offer you certain products, services or promotions or any other communications.

2.3.5. With other users: when you share personal information or otherwise interact in public areas with other users, such information may be viewed by all users and may be publicly distributed outside. If you interact with other users or register through a Third-Party Social Media Service, your contacts on the Third-Party Social Media Service may see your name, profile, pictures and description of Your activity or any other personal data.

2.3.6. For other purposes: We may disclose your personal information for any other purpose with/without your consent.

2.4. Retention of the collected data

The Firm will retain the collected data including your personal data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use your personal data to the extent necessary to comply with our legal obligations (for example, if we are required to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies.

The Firm will also retain the usage data for internal analysis purposes. The usage data is generally retained for a shorter period of time, except when this data is used to strengthen the security or to improve the functionality of our website, or we are legally obligated to retain this data for longer time periods.

2.5. Transfer of collected data

All collected data, including personal data, is processed at the Firm operating office(s) and in any other places where the parties involved in the processing are located. It means that this information may be transferred to – and maintained on – computers located outside of your state, province, country or other governmental jurisdiction where the data protection laws may differ from your location/jurisdiction.

Your consent to this Privacy Policy followed by your submission of such information represents your agreement to that transfer.

2.6. Consequences of not providing personal data

If you choose not to provide your personal data which is mandatory to process your request, we may not be able to provide the corresponding service.

3. Disclosure of the collected data

3.1. Business transactions

If the Firm is involved in a merger, acquisition or asset sale, all collected data including your data may be transferred.

3.2. Law enforcement

Under certain circumstances, the Firm may be required to disclose collected data including your personal data if required to do so by law or in response to valid requests by public authorities.

3.3. Other legal requirements

The Firm may disclose Your Personal Data in the good faith belief that such action is necessary to:

- Comply with a legal obligation
- Protect and defend the rights or property of the Firm
- Prevent or investigate possible wrongdoing in connection with the Website
- Protect the personal safety of users of the website or the public
- Protect against legal liability

4. Security of your personal data

The security of your personal data is important to us, but remember that no method of transmission over the internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your personal data, we cannot guarantee its absolute security.

5. Links to other websites

Our website may contain links to other websites that are not operated by us. If you click on a third-party link, you will be directed to that third-party's website. We strongly advise you to review the Privacy Policy of every site you visit.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third-party sites or services.

6. Changes to this Privacy Policy

We may update our Privacy Policy from time to time. In such cases, we will publish the new (latest) Privacy Policy on this page. You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

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