

## PRIVACY POLICY

### **PURPOSE :**

This Privacy Policy is published in compliance of provisions of the Information Technology Act 2000 and Rules notified thereunder for collection, use, disclosure and retention of Personal and Sensitive Personal Information.

### **SCOPE :**

The Privacy Policy sets out:

- The type of information collected from the users of the BE App
- The purpose, means and modes of usage of such information
- How and to whom BE may disclose such information
- How will the information be retained by BE

### **APPLICABILITY :**

The Policy is applicable and binding on users hereinafter referred to as “You”

You are expected to read and understand the Privacy Policy, so as to ensure that he or she has the knowledge of:

- the fact that the information is being collected;
- the purpose for which the information is being collected;
- the intended recipients of the information;

- the name and address of the entity that is collecting the information and the entity that will retain the information ; and
- the various rights available to such Users in respect of such information.

## EFFECTIVE DATE :

### 1. DEFINITIONS OF PERSONAL INFORMATION AND SENSITIVE PERSONAL INFORMATION AS DEFINED IN IT ACT 2000 AND RULES

**Personal Information** is defined to mean any information that relates to a natural person, which, either directly or indirectly, in combination with other information available or likely to be available with a body corporate, is capable of identifying such person.

**Sensitive Personal Data or Information** of a person means such personal information which consists of information relating to-

- i. password
- ii. financial information such as bank account or credit card or debit card or other payment instrument details
- iii. physical, physiological and mental health condition
- iv. sexual orientation
- v. medical records and history
- vi. biometric information
- vii. any detail relating to the above clauses as provided to body corporate for providing service
- viii. any of the information received under the above clauses by body corporate for processing, stored or processed under lawful contract or otherwise;

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## **a. Collection of Personal Information**

BE collects the following Personal information from you directly or indirectly such as :

- Title
- First Name
- Last Name
- Email Address
- Mobile Number
- Pin Code
- Profile Picture ( optional)

## **b. BE does Not collect any Sensitive Personal Information from You**

## **2. USE OF INFORMATION BY BE ( PURPOSE)**

### **Use of Personal Information**

BE uses personal information of the users to offer the services of scheduling or rescheduling appointments with the Banaji Eyecare Clinic

## **3. DISCLOSURE OF PERSONAL INFORMATION**

In order to carry out the purposes outlined above; your information will be disclosed for the purposes set out above to send you reminders & notifications for your appointments, latest updates (only if subscribed to), birthday wishes & season's greetings.

BE reserves the right to disclose any personal information in BE's custody if BE is compelled to do so by a court of law or requested to do so by a governmental entity or if BE determines it is necessary or desirable to comply with the law or to protect or defend BE's rights or property. BE also reserves the right to retain information collected and to process such information to comply with accounting and tax rules and regulations.

## **4. NOTIFICATION AND CONSENT**

# BANAJI EYECARE

IT Act 2000 does not require to obtain your consent for the collection, use or disclosure of personal information for the purpose of providing services through the APP. By downloading and using the APP, assumes, unless you advise BE otherwise, that you have consented to BE collecting, using and disclosing your personal information for the purposes stated above (including any other purposes stated or reasonably implied at the time such personal information was provided to us).

## **5. CHANGES TO THE POLICY**

This Policy may change from time to time. To assist you, this Policy is dated and has an associated version number.

## **6. REQUEST FOR ACCESS TO PERSONAL INFORMATION / QUESTIONS OR COMPLAINTS**

If you have any questions about this Policy, or any concerns or complaints with regard to the administration of the Policy, or if you want to know more about the personal information that BE maintains about you, you may write to or submit a request in writing for access to <email id >

## **7. RETENTION**

The information submitted by the You shall be held for as long as required by law.

## **8. REVIEW OR AMEND**

You can review and amend your personal information.

BE shall not be responsible in any manner for the authenticity of the personal information supplied by You.