

# PRIVACY POLICY

## A. Background

Avaazein Foundation (collectively “Avaazein”, “we”, or “us”) respects your privacy and is committed to protecting it when you visit our website and engage with us. This Privacy Policy (“Policy”) explains how Avaazein collects, uses, shares and stores information collected from you. This Policy provides the rationale for collection of such information, and the privacy rights and choices you have regarding your information submitted to us when you access our website.

Avaazein is a non-profit company registered under Section 8 of the Companies Act, 2013, which works with groups, organizations and individuals on issues relating to democratic rights and constitutional values. This Policy applies to all users of products offered and services provided by Avaazein on its platform or website. The use of the terms “you”, “yours” and/or “user(s)” refers to all users who access the Avaazein website.

This Policy is primarily applicable to residents of India. If you are accessing this website from any other country, please note that your respective local privacy laws may be applicable. This Policy has been developed and is maintained in accordance with applicable laws in India, such as the *Digital Personal Data Protection Act, 2023*, the *Information Technology Act, 2000* and all applicable Rules thereunder including the *Information Technology (Intermediary Guidelines and Digital Media Ethics Code) Rules, 2021*. This Policy may be updated from time to time to reflect applicable legal developments. An updated version of the Policy will be made available at all times on our website.

If you have any questions about this Policy, please contact us at [reachout@avaazeinfoundation.org](mailto:reachout@avaazeinfoundation.org)

## B. Information that we collect

### i. Information collected by us

Certain data may be collected by the administration team and the Executive Director at Avaazein from the device on which you use this Website, including but not limited to technical information, such as configuration information made available by your web browser or other programs you use to access the website, your IP address, and the device’s version, identification number and other attributes (such as operating system, hardware, and software versions, available storage space), and any content viewed on the Website.

Our website and services are not intended for, or designed to attract individuals under the age of 18. We do not knowingly collect personally identifiable information from any person under the age of 18.

## **ii. Information you give us**

When you use this Website or reach out to us via email, we collect and store your information, which is provided to us by you. This includes information requested to respond to your queries such as your name, email address, phone number etc.

We also collect information in the form of stories from the ground, photos and videos, reports, and testimonies from individuals after taking explicit consent from the persons concerned. This information may be shared on the Ministry of Corporate Affairs portal and on other government platforms, as required by law.

We request you to not provide Avaazein with any information unless specifically requested by us. In the event you share any information with Avaazein without us having specifically requested for the same, then we bear no liability in respect of such information provided by you.

## **C. Cookies**

A “cookie” is a small element of data that our site can send to your browser, which may then be stored on your hard drive. The cookies are used for a limited number of purposes. You may set your browser to refuse the cookies our site attempts to send you. However, if you choose to reject cookies from our website, some functions on the website may be limited.

## **D. How we Use and Share the Information Collected**

We use your information to:

1. Respond to your general enquiries, provide access to our website, and provide relevant services when requested.
2. Improve our website and to maintain safety by preventing, detecting, investigating and taking measures against criminal activity, fraud, misuse or damage to our website.
3. Establish, exercise, or defend legal claims, whether in court, administrative or other proceedings, and comply with our legal obligations.

We collect, process, use and share the information gathered strictly in terms of this Policy. In the event we require your information to be shared for reasons not described in this Policy, we will seek your consent before we do so.

We do not sell or otherwise disclose information collected about you for monetary or financial considerations.

In the event of any unauthorized use, or illegal disclosure, of your information, or on receipt of your complaint (procedure is provided in the ‘*Grievance Redressal*’ section below), we will investigate such use/disclosure/complaint and take appropriate action in accordance with applicable law.

#### **E. Duration for which your Information is Stored**

If you have provided us with any information, such information will be retained for such time as stipulated by the applicable law. If you withdraw your consent or the purpose for which we have collected your information is no longer being served, we will immediately erase your data.

#### **F. How do we protect your information?**

We take appropriate technical and security measures to protect your information in electronic or physical form. In order to prevent unauthorized access, modification, or disclosure of your information, we take appropriate security measures as provided by applicable law.

#### **G. Your Rights**

1. *Limit the information you provide:* You have the right to choose what information and the extent of information you provide to us, including the option to update or delete your information.
2. *Limit the communications you receive from us:* You have the right to choose what kind of communication you would like to receive from us and whether you would like to receive such communication at all or not. However, you may not be able to limit or opt out of certain communications, including those required for legal or security purposes, such as changes to various legal agreements and policies.

3. *Right to grievance redressal*: You have the right to have your questions and concerns about your information addressed and you may do so by reaching out to us at the contact details provided below.

## **H. Third-party websites**

The Website may include links that redirect you to other websites. This Policy does not extend to such third-party websites. Once you leave our servers, any third-party website that you go to or interact with are at your own risk. Avaazein shall not be held liable for any risk your personal information may be exposed to as a result of the same.

## **I. Modification to Privacy Policy**

Our Policy may change from time to time and as a result, we may, at our discretion (and when required by applicable laws to mandatorily do so), email periodic reminders of our notices and conditions. Unless stated otherwise, our current Policy applies to all information that we have about you. The latest version of the Policy will be made available at all times on our website.

## **J. Grievance Redressal**

If you have any questions about this Policy, wish to exercise your rights, have concerns about privacy of your data or any privacy related grievances in respect of the website, please write to us with a thorough description, via email to [reachout@avaazeinfoundation.org](mailto:reachout@avaazeinfoundation.org)

We will issue an acknowledgement of any grievance you send us within twenty-four hours of receiving it. You will be intimated of our decision after addressing the grievance within fifteen days of its registration.