



CONSTEMS AI SOLUTIONS PVT. LTD. (“CAI”)

PRIVACY POLICY

Introduction

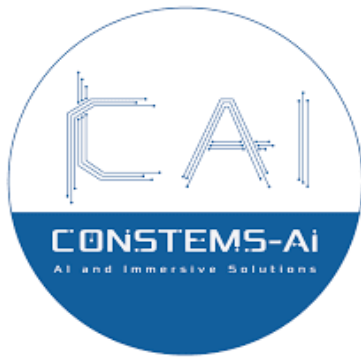
Constems-AI Solutions Private Limited, its affiliates and subsidiaries (“CAI” “we” or “us”) are firmly committed to respect and protect your privacy while using our website and while using our products and services ("Solutions"). Your privacy is important to us and we believe it is important for you to know what personal data we collect from you, why we collect it, how we use it and what rights of yours are entitled to protection as a data subject or consumer.

Scope of Application

This Privacy Notice applies to processing of personal data that is collected, which means information about an identifiable individual (“you”), that we collect through our website (“Tool” or “website”) about applicants or freelancers like you, current or former employees and/or contractors. It also describes your data protection rights, including your right to object to some of the processing that CAI may carry out.

Personal Information

"Personal Information", also known as personally-identifiable information, refers to information that can be used to identify, locate, or contact an individual, alone or when combined with other personal or identifying information. It is an information that can reasonably be used to identify an individual and may include name, address, email address,



phone number, login information (such as account number, password), social media account information, or payment card number.

The types of Personal Information that CAI may process depends on the business context and the purposes for which it was collected. It may include (i) contact, subscription, registration, online identifiers, social media and discussion forum or communications details; (ii) Communications (such as audio, video, text) content; (iii) Online behaviour and product usage information; (iv) Financial Information (such as bank account details or credit card information); (v) Details of an individual's business and other interests and opinions (such as where information is held in a Customer Relationship Management database); and (vi) Information about the user of our products and services, including System Information such as device identifiers, and telemetry (such as IP or MAC address) when such data is linked or tied to a specific person's device. In addition to this, if we link any other data with your Personal Information, we will treat that linked data as Personal Information.

Personal Information which we may collect and process

Generally, you can visit our website without providing any personal data about yourself. However, certain information such as your IP address, demographics, your computers' operating system, and browser type may be collected in order to provide better usability, troubleshooting, site maintenance, and to understand which parts of the website are visited and how frequently. In order to provide relevant content based on your preferences, when you request for information on our website, we require you to provide us with certain Personal Information such as your name, email address, telephone number etc. We do not share your Personal Information with third parties for marketing purposes without seeking your prior permission.

We collect Personal Information for varied business reasons, such as order processing, including billing and payment; customer relationship management and administration; creating



and managing user accounts; provisioning websites and Solutions and enabling the use of certain features; analysing, personalizing, improving accuracy, and enhancing user experience, communications, and interactions; sending communications to you, including for marketing or customer satisfaction purposes, either directly from CAI or from our partners; managing communications preferences; contract performance, Solution delivery, and customer service; managing a job application; administering online education, testing, and certifications; facilitating conferences, webinars, and other events; and protecting CAI, our users, Solutions, and others. In some instances, CAI may automatically collect data through cookies (a cookie is a piece of information that our webserver sends to your computer (actually to your browser file) when you access a website) and other similar applications.

Your Privacy Rights and Choices

You have the right to seek copy of your personal data from us; to correct, amend, delete or restrict processing of your personal data and to obtain the personal data you provide in a structured and machine-readable format. In addition to this, you have a right to object to the processing of personal data, in some circumstances (in particular, where we do not have to process the data to meet a contractual or legal demand). Where we have asked for your consent, you may withdraw consent at any time. If you have asked to withdraw your consent to CAI from processing your data, this will not affect any processing which has already taken place at that time. These rights may be limited, for instance, if fulfilling your request would involve revealing personal data of another person, or, if you ask us to delete information which we are required by law or have compelling legitimate interests to keep. If you have unresolved concerns, you have the right to complain to the data protection authority.



Security of your Personal Information

We take reasonable, concrete and appropriate steps to protect the Personal Information entrusted upon us and treat it securely in accordance with this Privacy Policy and with law. CAI implements physical, technical, and organizational safeguards designed to protect your Personal Information from accidental or unlawful destruction, loss, alteration, and unauthorized disclosure or access. We also contractually require that our suppliers protect such information from accidental or unlawful destruction, loss, alteration, unauthorized disclosure, or access.

Retention of Personal Information

We will retain your personal data only for as long as is necessary. We maintain specific records management and retention policies and procedures, so that personal data are deleted after a reasonable time according to the following retention criteria; (i) we retain your data as long as we have an ongoing relationship with you (in particular, if you have an account with us); (ii) we will only keep the data while your account is active or for as long as needed to provide services to you; (iii) we retain your data for as long as needed in order to comply with our global legal and contractual obligations.

Contact us

The Data Controller for your personal data will be CAI through whom you are registering or applying for relevant work or employment positions. If you have any question about this Privacy Policy or wish to contact us for any reason in relation to our personal data processing, please contact us at: info@constems-ai.com