PRIVACY POLICY

Approved by: The Governing body of Shibganj Integrated Development Society

Approved Date: 10/07/2020

Effective Date: 15/08/2020

SHIBGANJ INTEGRATED DEVELOPMENT SOCIETY
VILL- DAKSHIN SHIBGANJ, P.O. PATHAR PRATIMA
DIST. SOUTH 24 PARGANAS, WEST BENGAL, INDIA
Website- http://sidsociety.in
Email id- ppsids18@gmail.com

Privacy Policy

A privacy policy states how we will respect the privacy of our website users. **Shibganj Integrated Development Society (SIDS)** is committed to the ethical collection, retention and use of information that you provide to us about yourself on this site https://sidsociety.in. A privacy policy is a legal document. The exact contents of a privacy policy will depend upon the applicable law. There is no universal guidance for the content of specific privacy policies. We maintain full confidentiality of all donors and contributors on our mailing and email lists which will neither be sold to nor exchanged with any other organization or commercial enterprise.

Website Privacy:

Shibganj Integrated Development Society (SIDS) is committed to ensure that your privacy is protected. We shall ask you to provide certain information by which you can be identified when using this website. Then you can be assured that it will only be used in accordance with this privacy statement. SIDS may change this policy from time to time by updating this page. This policy is effective from 01/04/2021.

What information do we collect?

When you visit our website you may provide us with Personal information you knowingly choose to disclose that is collected on an individual basis. We may request you voluntarily supply with personal information including email address, postal address, home or work telephone number and other personal information for such purposes as correspondence, placing an order, participating in an online surveys, etc. If you choose to correspond with us through email, we may retain the content of your email messages together with your email address. We provide the same protections for these electronic communications.

We use personal information collected from donors for the purposes of processing payments and communicating with donors about SIDS as well as conducting the fundraising and other operations of SIDS. The information includes name, amount donated, address, telephone number, email address, donor comments and other personal information provided to us.

Information we collect and how we use it:

SIDS takes your privacy seriously and treats all financial information about any transaction as highly confidential. The organization deeply values all contributions to sustain our mission. To protect the privacy of our donors and their special relationship with SIDS, we maintain the following policies.

- To make sure we have an accurate record of all the donations that we have received.
- Maintaining an internal confidential database of all the personal information collected from visitors to the site.
- To email you with news and information about SIDS and our campaigns.
- To find out more about you and the people who are visiting our website, donating, joining our campaign.
- We seek personal information when you make a donation, request a communication from us, pledge support to our work and campaigns and apply for working or volunteering with **SIDS**.

- We will not use or release this information for any other purpose unless we have your consent.
- Within SIDS, access to personal information collected by SIDS will be given to only those persons who are authorized to SIDS.
- We may use the information to improve our products and services.
- SIDS does not sell, rent, trade or otherwise disclose personal information to our site visitors or our offline donors.
- SIDS reserves the right to disclose any personal information about you without notice or consent as needed to satisfy any requirement of law regulation, legal request or legal investigation, to protect SIDS and its property, to protect our visitors and other persons.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customize the website according to your interests.
- We may collect information from you to extend services like for our internal purposes, for the purposes of administering our business activities, processing of your donations, providing receipts and tax exemption certificates, sending about regular updates about the developmental works, respond to your queries and apprising you of the new opportunities.
- We may also request you to submit additional optional information depending on the type of communication or transaction.
- Irrespective of the mode in which your personal information, we make all earnest attempts to honor your privacy.
- **Shibganj Integrated Development Society (SIDS)** is not liable in any manner whatsoever for the loss, damage, harm caused to you by the misuse of your personal information by a third party who is not a member or employee.

Payment information:

We might collect your name, address and payment method when you register on this website. We never collect your Credit card/Debit card number or Credit card/Debit card expiry date or other details pertaining to your Credit card/Debit card on our website. Credit card information will be obtained and processed by our online payment partner **Razorpay**.

Cookie policy:

We use cookies and other tracking mechanisms to track information about your use of our site and services. Cookies are small pieces of data that are stored by a user's web browser on the user's hard drive. These will be placed in your computer's hard disk and enables us to recognize you as a user when you next visit. A cookie in no way gives us access to your computer or any information about you other than the data you choose to share with us. You can choose to accept or decline cookies. If you disable the use of cookies on your web browser or remove or reject specific cookies from our website or linked sites then you may not be able to use the website as it is intended. Most web browser automatically accepts cookies, but you can usually modify your web browser setting to decline cookies, if you prefer.

How do we use information that is collected from Cookies?

We use cookies and web server logs to gather information about our website users' browsing activities, in order to constantly improve our website and better serve our customers. This information assists us to design and arrange our web pages in the most user-friendly manner and to continually improve our website to better meet the needs of our customers. This makes it easier for a user to move from web page to web page and to complete commercial transactions over the internet. Web server logs allow us to count how many people visit our website and evaluate our website's visitor capacity.

There are two types of cookies: session Cookies and persistent cookies. Session cookies exist only during an online session. They disappear from your computer when you close your browser or turn off your computer. We use session cookies to allow our systems to uniquely identify you during a session or while you are logged in to the site. Persistent cookies remain on your computer after you have closed your browser or turned off your computer. We use persistent cookies to track aggregate and statistical information about user activity.

Links to other websites:

Our website may contain links to other websites for the benefit of its visitors. These sites operate independently from our site and are not under our control. We are not responsible for the content of these sites, any products or services that may be offered through these sites or any other use of these sites. This privacy policy does not apply to such other websites.

Third party sites:

We will not sell, distribute or lease your personal information to third parties unless we have your permission. Third party links are not under the control of SIDS and we are not responsible for any third party links. We may provide aggregate information about our customers, website traffic patterns and related website information to our affiliate's third parties, but this information will not include personally identifying data. You use all third party links at your own risk. If you click on one of the links to third party websites, you may be taken to websites we do not control. This policy does not apply to the privacy practices of those websites.

Security:

We are committed to ensuring that your information is secure. We maintain administrative, technical and physical safeguards to protect against unauthorized disclosure, use, alteration or destruction of the personal information in our possession. All online transactions are done on a secure server. When you provide credit/debit card information to make a donation, we use the industry standard for internet security-Secure Socket Layer (SSL) technology to help protect the information you provide. Several layers of built in security, including an advanced firewall system, encryption of credit card numbers and use of passwords, protect the collected information. SIDS endeavors to use up-to-date security measures to protect your personal information.

We collect information from you passively:
We use tracking tools like Google analytics, Google webmaster, browser cookies and web beacons for collecting information about your usage of our website.

Copyright Protection:
According to intellectual property law, the author or creator of the work has the right to prevent others from copying, reproducing or replicating their original work without their consent. This means that no one can copy or reproduce the owner's original work without their permission. All content on this site including graphics, text, icons, logos, images and software is the property of Shibganj Integrated Development Society. The arrangement and compilation of all content on
this site is the exclusive property of SIDS and protected by Indian and International copyright laws. Permission is given to use the resources of this site only for the purposes of making enquiries, making a donation. Any other use, including the modification, transmission, republication, display or performance, of the content on the site can only be made with the permission of SIDS.

Other Disclosures:
We may disclose information when legally compelled to do so, in other words, when we believe that the law requires for the protection of our legal rights, safety, privacy, property and when necessary to enforce our terms of service.

Disclaimer:
Your access to and use of this website referred to as "site" is subject to the prescribed terms and conditions and all applicable laws. By accessing and browsing this site, you accept these terms and conditions and acknowledge any other agreements between you and Shibganj Integrated Development Society.

Updates to this policy:
This privacy policy was last updated on 20-07-2021. From time to time we may change our privacy policies in accordance with the latest technology and trends. Any and all changes will be reflected on this page. We will notify you of any material changes to this policy as required by law. Please check our site periodically for updates.

Data retention:
We seek to retain donor-related information only as needed to fulfill the purposes described in this policy. For example, tax laws in the India may require us to keep contact information and contribution level of donors on file.

<u>Grievance Officer:</u>
In accordance with information Technology Act 2000 and rules made there under, the name and contact details of the Grievance Officer are provided below.

The Chief Functionary
Shibganj Integrated Development Society
Email id- ppsids18@gmail.com

If you have any questions about this policy or other privacy concerns, you can also email us at webmaster@sidsociety.in

<u>Jurisdiction:</u>
If you choose to visit the website, your visit and any dispute over privacy is subject to this policy and the website's terms of use. In addition to the foregoing, any disputes arising under this policy shall be governed by the laws of India.

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