

## Privacy Policy of The Official Website of Avi-Oil India Private Limited

As a general rule, this website does not collect Personal Information about you when you visit the site. You can generally visit the site without revealing Personal Information, unless you choose to provide such information.

#### Site Visit Data:

This website records your visit and logs the following information for statistical purposes your server's address; the name of the top-level domain from which you access the Internet (for example, .gov, .com, .in, etc.); the type of browser you use; the date and time you access the site; the pages you have accessed and the documents downloaded and the previous Internet address from which you linked directly to the site. We will not identify users or their browsing activities, except when a law enforcement agency may exercise a warrant to inspect the service provider's logs.

#### **Cookies:**

A cookie is a piece of software code that an internet web site sends to your browser when you access information at that site. This site does not use cookies.

#### **Email Management:**

Your email address and required information will only be recorded if you choose to send a message. It will only be used for the purpose for which you have provided it and will not be added to a mailing list. Your email address and required information will not be used for any other purpose, and will not be disclosed, without your consent.

#### **Collection of Personal Information:**

If you are asked for any other Personal Information you will be informed how it will be used if you choose to give it. If at any time you believe the principles referred to in this privacy statement have not been followed, or have any other comments on these principles, please notify at <u>it@avi-oil.com</u>

#### Right to Erase (Right to be forgotten):

Under GDPR act clause 17, you may request the deletion of your personal data if it is no longer necessary for the purposes for which it was collected, if you withdraw consent, or if it was processed un-lawfully, among other grounds. To make a request contact at <u>it@avi-oil.com</u>. We shall respond within one month though this may be extended for complex requests, please note that we may retain data if requested by law or legitimate purposes such as defending legal claims as permitted under GDPR.

#### **Data Security:**

The Information is processed in strict accordance with the Indian Information Technology Act, 2000, and the rules notified thereunder. AVI-OIL implements and maintain 'Reasonable Security Practices and Procedures' as stated in the Indian Information Technology Act, 2000 and the Information Technology [Reasonable Security Practices and Procedures and Sensitive Personal Data or Information] Rules, 2011, while processing, collecting, storing or handling any Information.

**Note:** The use of the term" Personal Information" in this privacy statement refers to any information from which your identity is apparent or can be reasonably ascertained.



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### **Grievance Officer:**

In accordance with Information Technology Act, 2000 and rules made there under, the name and contact details of the Grievance Officer are – Name: Prabodha Kumar Das, Phone: +91-120-4891707 and email-id: <a href="https://www.pkdas@avi-oil.com">pkdas@avi-oil.com</a>