

Annexure 2B

Privacy Policy of the Asiatic Society of Mumbai

Last updated: June1, 2022

This Privacy Policy Statement describes the Asiatic Society of Mumbai's policies and procedures on the collection, use and disclosure of the information collected when You (USER) use the services of the Society. It aims in informing USER about their privacy rights.

We use your personal data to provide and improve our services. By using the services of the Asiatic Society of Mumbai, USER agrees to the collection, use and dissemination of information in accordance with this Privacy Policy.

Interpretation and Definitions

For the purposes of this Privacy Policy:

Account means a unique account created for USER to access our service or parts of our service.

Activities refers to Activities set out in the Cancellation Policy i.e. various activities such as organizing lectures, seminars, workshops, festivals, conferences, educational and academic courses, quizzes, heritage walks and tours and several other programmes undertaken and organized by the Society.

Society (referred to as either "the Society", "We", "Us" or "Our" in this Agreement) refers to the Asiatic Society of Mumbai , Town Hall, Horniman Circle, Shaheed Bhagat Singh Road, Mumbai.

Cookies are small files that are placed on your computer, mobile device or any other device by a website, containing the details of your browsing history on that website among its many uses.

Country refers to India.

Definitions/Defined words means words of which the initial letter is capitalized and have meanings as defined under **this Guidelines**. They shall have the same meaning regardless of whether they appear in singular or in plural. Accordingly, a reference to singular will mean a reference to plural where so required.

Device means any device that can access the service such as a computer, a cellphone or a digital tablet.

Personal Data is any information that relates to an identified or identifiable individual or a legal person or an entity

Service /Our Service refers to the ASM’s Website and access through internet /web to any of the Activities of the Society.

Service Provider means any natural or legal person who processes the data on behalf of the Society. It also refers to third-party entities and individuals employed by the Society from time to time [to facilitate, support and provide Service on behalf of the Society, to perform ancillary activities related to the Service and to assist the Society in analyzing how the Service is used].

Usage Data refers to data collected automatically, either generated by the use of the Service or from the Service infrastructure itself (for example, the duration of a page visit).

Website refers to the website of the Asiatic Society of Mumbai, accessible from <https://www.asiaticsociety.org.in>

You /USER means the individual accessing or using the Service, or other legal entity on behalf of which such individual is accessing or using the Service, as applicable.

Collecting and Using your Personal Data

Types of Data Collected

Personal Data

While using Our Service, We may ask you to provide Us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to:

1. Email address
2. First name and last name
3. Phone number
4. Membership details
5. Date of Birth
6. City and country of current dwelling
7. Usage Data
8. 7 any other information collected during the Service

Usage Data

Usage Data is collected automatically when using the Service.

Usage Data may include information such as your Device's Internet Protocol address (e.g. IP address), browser type, browser version, the pages of our Service that you visit, the time and date of your visit, the time spent on those pages, unique device identifiers and other diagnostic data.

Once You access the Service by or through a mobile device, We collect certain information automatically, including, but not limited to, the type of mobile device you use, your mobile device unique ID, the IP address of your mobile device, your mobile operating system, the

type of mobile Internet browser you use, unique device identifiers and other diagnostic data.

We may also collect information that your browser sends whenever You visit Our Service or when You access the Service by or through a mobile or other technical device.

Tracking Technologies and Cookies

We use Cookies and similar tracking technologies to track the movements on Our Service and store certain information. Tracking technologies currently used are beacons, tags, and scripts to collect and track information and to improve and analyze Our Service. The technologies We use may also include:

- **Cookies or Browser Cookies.** A cookie is a small file placed on your Device. You can instruct your browser to refuse all Cookies or to indicate when a Cookie is being sent. However, if you do not accept Cookies, You may not be able to use some parts of Our Service. Unless You have adjusted your browser setting to refuse Cookies, Our Service may use Cookies.
- **Flash Cookies.** Certain features of Our Service may use local stored objects (or Flash Cookies) to collect and store information about your preferences or your activity on our Service. Flash Cookies are not managed by the same browser settings as those used for Browser Cookies.

If you wish to desire deleting the Flash Cookies, You may at your option check information available in this regard on internet. However, We provide no guarantee in its contents and applicability.

- **Web Beacons.** Certain sections of Our Service and emails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit the Society, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of a certain section and verifying system and server integrity).

Cookies can be "Persistent" or "Session" Cookies. Persistent Cookies remain on your personal computer or mobile device when you go offline, while Session Cookies are deleted as soon as you close your web browser.

We i.e. ASM uses both Session and Persistent Cookies for the purposes set out below:

Necessary / Essential Cookies

Type: Session Cookies

Administered by: Us

Purpose: These Cookies are essential to provide You with Service available through the Website and to enable You to use some of its features. They help to authenticate users and prevent fraudulent use of user accounts. Without these Cookies, the Services that You have asked for cannot be provided, and We only use these Cookies to provide You with Services.

Cookies Policy / Notice Acceptance Cookies

Type: Persistent Cookies

Administered by: Us

Purpose: These Cookies identify if users have accepted the use of cookies on the Website.

Functionality Cookies

Type: Persistent Cookies

Administered by: Us

Purpose: These Cookies allow us to remember choices a USER /You makes when You use the Website, such as remembering your login details, language preference etc.

The purpose of these Cookies is to provide You with a more personal experience and to avoid You having to re-enter your preferences every time You use the Website.

Use of your Personal Data

The Society may use Personal Data for the following purposes:

To provide and maintain our Service, including to monitor the usage of Our Service.

To manage USER Account: to manage your registration as a user of the Service.

To contact USER: To contact You by email, telephone, SMS, or any other equivalent form of electronic communication.

To provide you with news, special offers and general information about other goods, services and events which ASM offers.

To manage your requests: To attend and manage your requests to Us.

For other purposes: We may use your information for other purposes, such as data analysis, identifying usage trends, determining the effectiveness of our promotional campaigns and to evaluate and improve our Service, products, marketing and your experience.

The personal information may be shared in the following situations:

- **With Service Providers:** such as payment gateways to monitor and analyze the use of our Service, or for Service Providers such as walk leaders, speakers etc. to contact with You.
- **With other members:** when you share personal information or otherwise interact in the public areas with other members of the Society through group emails or WhatsApp groups or similar services, such information may be viewed by all members.

Retention of your Personal Data

The Society will retain your personal data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use your Personal Data to the extent necessary to comply with our legal obligations .

The Society will also retain Usage Data for internal analysis purposes. Usage Data is generally retained for a shorter period of time, except when this data is used to strengthen the security or to improve the functionality of Our Service, or We are legally obligated to retain this data for longer time periods.

Transfer of your Personal Data

Your information, including Personal Data, is processed at the Society's operating offices and in any other places where the parties involved in the processing are located. It means that this information may be transferred to — and maintained on — computers located outside of your state, province, country or other governmental jurisdiction where the data protection laws may differ than those from your jurisdiction.

Your consent to this Privacy Policy followed by your submission of such information represents your agreement to that transfer.

The Society will take steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy.

Disclosure of your Personal Data

Law enforcement

Under certain circumstances, the Society may be required to disclose your Personal Data if required to do so by law or in response to valid requests by public authorities (e.g. a court or a government agency).

Other legal requirements

The Society may disclose your Personal Data in the good faith belief that such action is necessary to:

- Comply with a legal obligation
- Protect and defend the rights or property of the Society
- Prevent or investigate possible wrongdoing in connection with the Service
- Protect the personal safety of Users of the Service or the public
- Protect against legal liability

Security of your Personal Data

The security of your Personal Data is important to us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use current standards to protect your Personal Data, we cannot guarantee its absolute security.

Children's Privacy

Our Service does not address anyone under the age of 13. We do not knowingly collect personally identifiable information from anyone under the age of 13. If you are a parent or

guardian and you are aware that your child has provided Us with Personal Data, please contact Us. If We become aware that We have collected Personal Data from anyone under the age of 13 without verification of parental consent, We take steps to remove that information from Our servers or systems to the extent possible.

Links to Other Websites

Our Service may contain links to other websites that are not operated by Us. If you click on a third party link, you will be directed to that third party's site. We strongly advise you to review the Privacy Policy of every site you visit.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third party sites or services.

Changes to this Privacy Policy

We may update Our Privacy Policy from time to time.

By continuing to access or use Our Service, You agree to be bound by the revised policy. You are free to discontinue the Service if You do not agree, in whole or in part, to the Privacy Policy or its modifications Usage of the Service is deemed acceptance of its terms.

Contact Us

If you have any questions about this Privacy Policy, you can contact us.

Secretary

- By visiting this page on our website:
<https://www.asiaticsociety.org.in/index.php/contact-us>

Ms. Renu Parekh

Mr. Paulsil Mathai

Chairperson of the meeting

Member