

## PRIVACY POLICY

Aleos Solutions and Services Private Limited (**'Aleos'**) is concerned about your privacy. Please read the following to learn more about Aleos' privacy policy. This Privacy Policy is in accordance with the Indian Information Technology Act, 2000 and the Information Technology (Reasonable Security and Procedures and Sensitive Personal Data or Information) Rules, 2011 prescribed thereunder, ("Applicable Law") that is intended to provide you with clear and complete information about Aleos' treatment of your personally identifiable data and information that Aleos collects in connection with the services offered by Aleos and the way your personally identifiable information and data is stored and used by Aleos.

Personally Identifiable Information means any information that relates to a natural person, which, either directly or indirectly, in combination with other information available or likely to be available with Aleos, is capable of identifying such person. Therefore information such as your name, age, gender, address, telephone number, and any other personal information that Aleos collects, in combination with any other information about yourself, which is capable of identifying yourself, is known as personally identifiable information.

### **1. What this Privacy Policy Covers**

- 1.1. This Privacy Policy covers Aleos' treatment of your personally identifiable information that Aleos collects, when you subscribe to the software solutions and services that Aleos offers, and when you use the services of Aleos that are available, or that which may be made available at any time in the future, on Aleos' website located at URL [www.lexplanit.com](http://www.lexplanit.com) ("**its website**").
- 1.2. This policy also covers Aleos' treatment of your personally identifiable information that Aleos' business partners share with Aleos, which you may have disclosed to such business partners.
- 1.3. This policy does not apply to companies or entities that Aleos does not own or control, or has no contractual relationship with, or to people that Aleos does not employ, engage or manage.
- 1.4. If you choose not to provide the personal information that Aleos seeks from you, Aleos may not be able to provide you with its products and services or respond to any queries that you may have.

### **2. Information Collection and Use**

- 2.1. Aleos collects personally identifiable information when you register with Aleos, either through its website, or through a physically offline method when you purchase Aleos' software and register online at its website to use such offline-purchased Aleos software; and when you use certain services that are available on its website, when you visit the web pages of its website, or when you download or use any software that is offered under license for subscription or otherwise. Aleos may also receive personally identifiable information about yourself through its business partners, as stated above.
- 2.2. When you register with Aleos, Aleos asks you for your full name, email address, mobile / telephone number, birth date, location/address, gender and any other information that Aleos believes is necessary to effectively provide its services to you. Once you register with Aleos, you are not anonymous to Aleos.
- 2.3. Aleos also automatically receives and records information on its server logs from your browser including your IP address, Aleos' Cookie information and the webpage you have requested to view.
- 2.4. In addition, when you use Aleos' services, you may make some of your personal information public. If you post personal information online that is accessible to the public, you may receive unsolicited messages from other parties in return. You alone will be entirely responsible for any personally identifiable information that you voluntary post on any public areas of its website. Aleos absolutely disclaims any liability or responsibility for any disclosure by you or anyone on your behalf of any of your personally identifiable information, which may be posted on any public areas of its website.
- 2.5. Aleos uses your information to provide the services that you seek from Aleos by subscribing to any of the software solutions and services that are offered by Aleos, for the content you see,

to fulfil your requests for certain services and offers of Aleos, and to contact you about any special offers and new services, that Aleos offers, or may offer at any time in the future.

- 2.6. Aleos may also use your personally identifiable information for internal purposes, such as auditing, data analysis and research to improve its products and services and customer communications.

### **3. Information Sharing and Disclosure**

3.1. Aleos will not sell or rent your personally identifiable information to anyone.

3.2. Aleos will divulge personally identifiable information about you to other companies or people or entities when:

- a. Aleos has your specific written consent to share the information, which Aleos will request from you, as and when the need arises;
- b. With its business partners to provide the services that you have requested from Aleos;
- c. Aleos needs to share the information with certain service partners in order to respond to your comments or to resolve service issues. (Unless Aleos informs you differently, these partners have no independent right to use your information except to respond to your comments or to resolve the service issues.);
- d. There are any requests from any Indian or foreign government, security agencies, law enforcement agencies, defence, revenue, regulatory or other authority, agency or officers;
- e. Aleos will respond to any court summons, court orders or legal process; or
- f. Aleos believes it is necessary to share information in order to investigate, prevent, or take action regarding illegal activities, suspected fraud, situations involving potential threats to the physical safety of any person, or as otherwise required by law.
- g. Aleos may transfer information about you if Aleos is acquired by or merged with another company. In this event, Aleos will notify you before information about you is transferred and becomes subject to a different privacy policy.
- h. Aleos finds that you have violated the Aleos Terms of Service/ Terms of Use/ Software Licence applicable to your use of the its website or any of its software solutions and services or usage guidelines for specific services.

### **4. Collection and Use of Non-Personal Information**

4.1. Aleos also collects data in a form that does not, on its own, permit direct association with any specific individual. Aleos may collect, use, transfer, and disclose non-personal information for any purpose. The following are some examples of non-personal information that Aleos may collect and how Aleos may use it:

- a. Aleos may collect information such as occupation, language, zip code, area code, unique device identifier, referrer URL, location, so that Aleos can better understand customer behaviour and improve its products, services, and advertising.
- b. Aleos may collect information regarding customer activities on its website, and from its other products and services offered by Aleos. This information is aggregated and used to help Aleos provide more useful information to its customers and to understand which parts of its website, products and services are of most interest. Aggregated data is considered non-personal information for the purposes of this Privacy Policy.
- c. Aleos may collect and store details of how you use its services, including search queries. This information may be used to improve the relevancy of results provided by Aleos' services. Except in limited instances to ensure quality of Aleos' services over the Internet, such information will not be associated with your IP address.

4.2. If Aleos does combine non-personal information with personally identifiable information the combined information will be treated as personally identifiable information for as long as it remains combined.

### **5. Cookies**

- 5.1. Aleos may set and access Cookies of Aleos on your computer.
- 5.2. Aleos shall allow other companies/ entities that are presenting advertisements on Aleos' web pages or other publishers' web pages to set and access their respective Cookies on your computer. Other companies' use of their cookies is subject to their own privacy policies, not this one. Advertisers or other companies do not have access to Cookies of Aleos.

**6. Your Ability to Edit and Delete Your Account Information and Preferences**

Aleos gives you the ability to edit your information (that is logged in when you register on its website to access the software solutions and services provided by Aleos), and preferences at any time, including whether you want Aleos to contact you about offers etc., and any new software solutions or services that it offers in the future.

**7. Security**

In certain areas Aleos uses industry-standard encryption to protect data transmissions.

**8. Changes to this Privacy Policy**

Aleos may amend this privacy policy from time to time. If Aleos makes any substantial changes in the way Aleos uses your personally identifiable information Aleos will notify you by posting a prominent announcement on its website.

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