

# PRIVACY POLICY – AUDIT-EX PORTAL

## 1. Who is responsible for processing your data as a user of the Audit-Ex Portal?

Bexex Global Pvt. Ltd. (“Bexex”) is the owner and administrator of the Audit-Ex Portal and acts as the Data Controller for all personal and organizational data processed through the platform. Bexex is responsible for determining how user data is collected, used, stored, protected, and disclosed in connection with audit and compliance services delivered through Audit-Ex.

## 2. What do we use your data for as a user of the Audit-Ex Portal?

Personal and organizational data provided through the Audit-Ex Portal is used to:

- Provide secure access to the Audit-Ex Portal
- Plan, conduct, record, and manage audits and assessments
- Assign audits to Bexex employees or contracted freelance auditors
- Record audit findings, nonconformities, observations, evidence, and corrective actions
- Generate audit reports and compliance records for clients
- Maintain traceability, audit history, and regulatory evidence

If required data is not provided, access to the Audit-Ex Portal or audit services may not be possible.

## 3. Why do we use your data as a user of the Audit-Ex Portal?

Bexex processes data based on:

- **Contractual necessity** to deliver auditing and compliance services
- **Legitimate business interest** in operating a professional audit management platform
- **Legal and regulatory obligations** applicable to audits, certifications, and compliance activities

Audit resources (Bexex employees or freelance auditors) are deployed internally at Bexex’s discretion and do not affect the client’s contractual relationship with Bexex.

## 4. How long will we keep your data as a user of the Audit-Ex Portal?

Data is processed for as long as necessary to:

- Provide access to and use of the Audit-Ex Portal
- Fulfil audit, contractual, accreditation, and regulatory requirements

After completion, data is securely retained for the period required to address legal obligations, disputes, or liabilities, in line with applicable laws. Once such periods expire, data is securely deleted or anonymized

## 5. With whom do we share your data as a user of the Audit-Ex Portal?

Data may be shared strictly on a need-to-know basis with:

- Authorized Bexex employees
- Hired auditors engaged by Bexex under confidentiality agreements
- IT, cloud, and technical service providers supporting the Audit-Ex Portal

Freelance auditors operate as part of Bexex's internal audit delivery model. **Their individual identities are not disclosed to clients**, unless required by law or explicit contractual obligation. Bexex does not sell, rent, or use data for advertising or unrelated purposes.

## **6. Confidentiality & Audit Independence**

- All auditors (employees and freelancers) are bound by strict confidentiality and non-disclosure obligations
- Client data, audit evidence, and findings are accessed only by authorized personnel
- Audit reports are issued solely under Bexex's authority, regardless of internal auditor allocation
- Internal resourcing arrangements do not compromise audit integrity or confidentiality

## **7. Data Security Measures**

Bexex applies appropriate technical and organizational safeguards, including:

- Role-based access control
- Secure authentication and access logging
- Controlled document access and audit trails
- Encrypted storage and secure backups

## **8. Your rights as a user of the Audit-Ex Portal**

You have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request deletion of data, subject to legal and contractual limits
- Object to or restrict processing where applicable

Requests may be submitted through Bexex's official communication channels and will be handled in accordance with applicable data protection laws.

## **9. Complaints and Supervisory Authority**

If you believe your data protection rights have been violated, you have the right to raise a complaint with the appropriate data protection authority as per applicable jurisdiction.

## **10. Policy Updates**

This policy may be updated periodically to reflect legal, technical, or operational changes. The latest published version shall apply to all Audit-Ex Portal users.