

## **PRIVACY POLICY**

Last Updated on January 25, 2024.

Tekmonks Corp. and its subsidiaries and branch operations will be called “TKM”. We are committed to protecting and respecting your privacy and choices. The privacy statement highlights our privacy practices regarding personal information that we collect and process in compliance with the applicable data privacy regulations.

### **Objectives:**

We intend to provide a synopsis of our privacy practices regarding Personal Information that we collect and process about you through our various sources. Although the primary focus of this statement is on the data collected and processed through our websites, that link to this Privacy Statement and our adherence to the below-mentioned principles remain across the organization on the data processing. Depending on the purposes of the processing and your relationship with us as a data subject we may provide additional customized privacy statements, which can be found below.

The scope of this statement covers the categories of personal data collected, how we use or process such data, who are recipients of such data, and your associated rights under applicable laws including how to exercise the same. The applicability of the Privacy Statement is global, however, certain additional information may be relevant to you depending on the country where you reside. Such additional terms, based on these particular regions are called out in region-specific statements below:

Wherever we may have provided the translation of our Statement or its translation, in case of any inconsistency, English will prevail.

### **Personal Information We process and use**

We may collect the following categories of personal information.

- ★ Information collected as part of your visit and usage of our websites, such as Internet Protocol (IP) address, demographic information, your computers, your computer's operating systems, device information, telemetry data and browser type, and information collected via cookies and similar tracking technologies. As a website visitor who merely browses our websites including (the hosted content), without submitting any additional data, this is the most relevant paragraph for applicable data processing.

- ★ Personal and contact information, such as Name, title, email address, phone number, address, designation, Company, organization, Industry, location (in terms of City/Country), Professional data sets, or social media data sets or URLs.
- ★ Login Credentials, such as Username and Passwords, when you register for any applicable services,
- ★ Audio-visual information such as photographs or images captured, video recordings (if enabled), when attending any events, webinars etc.
- ★ Queries, comments, or feedback as submitted by you, including any correspondence you have made with us.
- ★ Preferences relating to marketing communications, interest areas, subscription details, or other related information.
- ★ Additionally we may collect certain data points based on the categories of data subjects and their relationship with us.

### **Sources of Personal Information**

We may collect the aforementioned Personal Information through various sources, such as those mentioned below:

- ★ Submitted by yourself, through our Website forms, applications on our portals, or by contacting or emailing our official contacts.
- ★ Shared with our employees, such as sales or marketing representatives.
- ★ Shared with or by other Affiliates or reseller partners.
- ★ Shared by the employees of the visitors and contractors wherever applicable.
- ★ Sourced from public websites and social media, including your publicly accessible profiles.
- ★ Shared by our suppliers, vendors, and service providers

## **Use of your Personal Information**

We may use your Personal Information for the following purposes:

- ★ to provide better usability, troubleshooting and site maintenance
- ★ to understand which parts of the website are visited and how frequently
- ★ to create your login credentials, where applicable
- ★ to identify you once you register on our website
- ★ to facilitate communication with you, including contacting you and responding to your queries or requests
- ★ to offer curated content tailored to your preferences
- ★ To enable marketing and sales related communications and related purposes
- ★ to provide access to podcasts available on our website(s)
- ★ to know your interest of participation in any competitions organized by us as a participant of any competitions and/or award ceremonies organized by us, to publish your name and corresponding details to make them available to larger audience on the Internet (including details of awards won); for the jury members and other associated delegates and speakers, to publish their name, title, photograph, and bio in a similar manner
- ★ to publish testimonials and case studies
- ★ to generate and maintain leads as part of our Customer Relationship Management database
- ★ to perform data analytics for providing a better user experience, enhance website performance and achieve business objectives
- ★ to enhance and optimize our business operations, applications, systems, and processes, including operation and management of our communication assets and systems, ensuring and strengthening information security, maintenance of audit trail and associated records,
- ★ to protect your data and assets from information security threats and to secure against any unauthorized access, disclosure, alteration, or destruction
- ★ to comply with applicable laws and other legal requirements, such as regulatory filings, record-keeping and reporting obligations, cooperating with government authorized inspections or requests, protecting our legal rights, and seeking remedies, including defending against any claims or engaging in legal proceedings, responding to subpoenas or court orders and managing documentation for related purposes
- ★ to enhance your website experience and other associated purposes by deploying cookies or similar technologies. These may serve different purposes. For example, some of the cookies may be necessary for the operation of the website, while others are used to ensure its seamless performance. They may also enhance the functionalities provided on our website, help us understand how our online services are used, or to determine the interests of our website visitors. Additionally, our

advertising partners collaborate with us to provide and assist in the use of such technologies and other sites. For more information, refer to our cookie policy.

## **Legal basis of the processing**

The applicable privacy and data protection laws provide for certain justifiable grounds for the collection and processing of personal data, commonly referred to as the legal basis of processing. We primarily rely on the following legal bases:

- ★ We process your Personal Information when it is necessary for the performance of a contract to which you are the party or to take steps at your request before entering into a contract, e.g., when you would engage with us for receiving our services and offerings, or when managing the data of our employees for ensuring the performance of their employment contract.
- ★ We process your Personal Information when it is necessary for a legitimate interest pursued by us or a third party (when these interests are not overridden by your data protection rights), e.g., when we need to understand your usage of our website and interaction with the same, for generating your secure login credentials, or to optimize our processes.
- ★ We process your Personal Information with your consent. Where we process Personal Data based on consent, your consent is revocable at any time, e.g., when registering and inviting you for events organized by us, or for sharing our marketing-related communications with you.
- ★ We may process your personal information to comply with any Legal obligations on us, including applicable laws and protecting our legal rights, seeking remedies, and defending against claims.

## **Consequences of not providing Personal Information**

If you choose not to provide your Personal Information that is mandatory to process your request, we may not be able to fulfill the relevant purpose of processing, including the provision of any services to you, if applicable.

## **Data recipients, transfer, and disclosure of Personal Information:**

We do not share your Personal Information with third parties for their direct marketing purposes. We share your Personal Information within

- ★ Tekmonks or with any of its subsidiaries;

- ★ Business partners;
- ★ Service providers;
- ★ Authorized third-party agents; or
- ★ Auditors, and/or government authorities, where applicable.

### **Facilitating International Data Transfers:**

We may transfer Personal Information to countries outside of your country of residence, either to Tekmonks or its subsidiary companies, including to countries that have different data protection standards from those that apply in your country or region of residence. Our service providers are located globally.

Where we may transfer the data outside your country or region of residence, we shall take reasonable and appropriate steps in line with applicable laws while executing such transfer.

Please contact us as set out below if you would like to obtain a copy of the methods used when executing such international transfers as per applicable laws. When required, Tekmonks may disclose Personal Information to external law enforcement bodies or regulatory authorities, to comply with legal obligations.

### **Your Rights:**

Subject to the laws of your country, you may have certain rights as a data subject (including but not limited to the right to information, access, rectification, erasure, object, restriction of processing, right to complain), relating to your Personal Information that we process. Where the data processing is based on your consent, you may withdraw your consent to the processing of any Personal Data at any time. This will not affect the lawfulness of any processing operation before your withdrawal.

Your rights as a data subject may differ based on your applicable jurisdiction. Please refer to region-specific data privacy statements for more information on the same.

Exercising your rights: For exercising your rights, we may need to request certain information from you to ascertain your identity and confirm that you are entitled to exercise the same. You can exercise your rights by contacting

us at [legal@tekmonks.com](mailto:legal@tekmonks.com).

### **Data security**

Tekmonks, there exists a perfect balance between Governance, Process, and Technology, the combination of which has established Tekmonks' commitment to its customers and stakeholders. We adopt reasonable and appropriate security controls, practices, and procedures including administrative, physical security, and technical controls to safeguard your Personal Information.

### **Data retention**

Personal Information will not be retained for a period more than necessary to fulfill the purposes outlined in this privacy statement unless a longer retention period is required by law or for directly related legitimate business purposes. Personal Data that is no longer required to be retained as per legal and business requirements will be disposed of securely.

### **Contact your Local Data Protection Authority**

If you are unhappy with how we safeguard your data, depending on the laws of the countries where you reside, you have the right to bring a complaint to your local data protection authority.

### **Links to Other Websites**

As part of the Service, we may provide links to or compatibility with other websites or applications. However, we are not responsible for the privacy practices employed by those websites or the information or content they contain. This Privacy Policy applies solely to information collected by us through the Site and the Service. Therefore, this Privacy Policy does not apply to your use of a third-party website accessed by selecting a link on our Site or via our Service. To the extent that you access or use the Service through or on another website or application, then the privacy policy of that other website or application will apply to your access or use of that site or application. We encourage our users to read the privacy statements of other websites before proceeding to use them.

## **Children's Privacy**

Tekmonks Websites, its associated products or services, and hosted contents are not intended for the use of children.

As such we do not knowingly solicit or collect personally identifiable information online from children without prior verifiable parental consent. If we learn that a child has submitted personally identifiable information online without parental consent, it will take all reasonable measures to delete such information from its databases and to not use such information for any purpose (except where necessary to protect the safety of the child or others as required or allowed by law). If you become aware of any personally identifiable information we have collected from children, please email us at [legal@tekmonks.com](mailto:legal@tekmonks.com).

## **How to contact us**

If you have any questions regarding our privacy practices or this privacy statement, or to request this privacy statement in another format, please contact us at:

Contact person: Legal

Contact Address: 9841 Washingtonian Blvd  
Ste 200, Gaithersburg MD 20878

Phone: +1 855 485 5657

Email: [legal@tekmonks.com](mailto:legal@tekmonks.com)

## **Updates to this privacy statement**

Tekmonks may change the data privacy practices and update this privacy statement as and when the need arises, and the same will be made available on the website. However, our commitment to protect the privacy of website users will continue to remain.

## **Privacy Statements for Other Categories of Data Subjects**

### ***Non-Personal Information:***

In general, we use Non-Personal Information to help us improve the Service and customize the user experience. We also aggregate Non-Personal Information to track trends and analyze use patterns on the Site. This Privacy Policy does not limit in any way our use or disclosure of Non-Personal Information and we reserve the right to use and disclose such Non-Personal Information to our partners, advertisers, and other third parties at our discretion.

In the event we undergo a business transaction such as a merger, acquisition by another company, or sale of all or a portion of our assets, your Personal Information may be among the assets transferred. You acknowledge and consent that such transfers may occur and are permitted by this Privacy Policy, and that any acquirer of our assets may continue to process your Personal Information as outlined in this Privacy Policy. If our information practices change at any time in the future, we will post the policy changes to the Site so that you may opt out of the new information practices. We suggest that you check the Site periodically if you are concerned about how your information is used.

### **How We Protect Information**

We implement security measures designed to protect your information from unauthorized access. Your account is protected by your account password and we urge you to take steps to keep your personal information safe by not disclosing your password and by logging out of your account after each use. We further protect your information from potential security breaches by implementing certain technological security measures including encryption, firewalls, and secure socket layer technology. However, these measures do not guarantee that your information will not be accessed, disclosed, altered, or destroyed by a breach of such firewalls and secure server software. By using our Service, you acknowledge that you understand and agree to assume these risks.

---

END

---