

## Privacy Policy

At Flexiple, we value your trust & respect your privacy. The Privacy Policy covers the practices for handling and securing Your Information (both personal and non personal) by Flexiple.

As a User of Flexiple, the person agrees with this Privacy Policy mentioned herein and the terms of service uploaded on the website.

This privacy statement does not apply to the websites, mobile sites and mobile apps of third parties, even if their websites are linked to Flexiple Website. We recommend You to review the privacy statements of the other parties with whom You interact.

IF YOU DO NOT AGREE TO THE TERMS OF THIS POLICY, PLEASE DO NOT USE OR ACCESS THE FLEXIPLE WEBSITE.

This privacy policy has been created by Flexiple in order to demonstrate our company's commitment to privacy. The following discloses the information gathering and dissemination practices for the Flexiple Website ("**Flexiple**") and aids You in understanding as to how any Personal Identifiable Information collected from You is being used by Us.

The words "You" or "Your" or "User(s)" as used herein, refer to all Freelancers and Consumers and any Person that otherwise accesses/ browses through Flexiple. The words "We" or "Us" or "Our" as used herein, refer to Flexiple and/or any permitted assignees. For the purposes of this Privacy Policy, the term "**Personal Identifiable Information**" shall mean any information that may be used to identify You and allow You to have access to Flexiple services including, but not limited to:

- i. Full name, email address or other contact information (including mobile/ landline numbers), whether at work or at home, and/ or skype id;
- ii. sensitive personal information such as any financial information including bank account details, Aadhar card number, PAN card numbers, etc.;
- iii. any information regarding Your credentials, experience and background; and
- iv. information contained in the resume sent to Flexiple therein (the amount of information you choose to keep confidential is entirely up to your discretion; you may enter as much or as little information as you choose, except for the information which is mandatorily required);

### How do we collect and store your information?

We collect and store your Personal Identifiable Information when you visit and/or use our site. The Personal Identifiable Information shared by you is stored to facilitate payments and provide information to the Users. We protect your information and ensure a safe, efficient and customized experience by reducing the risks of loss, misuse, unauthorised access, disclosure and alteration of your Personal Identifiable Information. We take our obligation to safeguard your privacy very seriously and therefore,

we collect only such Personal Identifiable Information that we consider necessary for achieving this purpose.

In order to avail the services provided by Flexiple, it is required that the User shall get itself registered with us by creating an account. In this process, you may be required to provide us with your Personal Identifiable Information as indicated on the forms and complete the registration process. Once you give us your Personal Identifiable Information, and initiate the registration process, you are not anonymous to us. Where possible, we indicate which fields are mandatorily required and which fields are optional. You always have the option to not provide information by choosing not to use a particular service or feature on the Website, unless we require it so.

We may also collect certain non-personally identifiable information from your interaction with our sites, services, content and advertising, including, but not limited to, device ID, device type, location, geo-location information, computer and connection information, statistics on page views, traffic to and from the sites, ad data, IP address and standard web log information, when you visit many of our web pages such as the type of browser you are using (e.g., Chrome, Internet Explorer etc.), the type of operating system you are using, (e.g., Microsoft Windows' or Apple iOS) and the domain name of your Internet service provider. Such information, which is collected passively using various technologies, cannot presently be used to specifically identify you. Flexiple may store such information itself or such information may be included in databases owned and maintained by our affiliates, agents or service providers.

We may use such information and pool it with other information to track, for example, the total number of visitors to our Site, the number of visitors to each page of our Site, and the domain names of our visitors' Internet service providers. It is important to note that no Personal Data is available or used in this process. We may however collect and store, details of how you used our service, such as your search queries, telephone log information, such as your phone number, calling-party number, forwarding numbers, time and date of calls, duration of calls, SMSs routing information and types of calls, Internet protocol address, device event information, such as crashes, system activity, hardware settings, browser type, browser language, the date and time of your request and referral URL.

### **Use of the Personal Information**

Your name and email address will be used to inform You regarding upcoming events. You hereby agree and acknowledge that We may use Your Personal Identifiable Information to process and respond to Your requests/ inquiries, providing services as per your requirement, process and complete your transactions, send you communications, show adds that may be of relevance to you, provide customer support, to resolve disputes, troubleshoot concerns, help promote safe services, detect and protect us against error, fraud and other criminal activity, enforce our terms and conditions, improve the content and functionality of the Services, to better understand our Users and for any other purpose.

The information you provide is also used for your profiling and conducting the need assessments that may suggest other Services that may be of interest to you or for providing you with information

regarding relevant services in future. By accepting the Terms of Service and Privacy Policy, you hereby expressly agree to receive communications from Flexiple. If you do not wish to receive any communication, it is advisable to opt out of the receipt of such communications or have your name deleted from our mailing lists. In order to do so, please contact us at [suvansh@flexiple.com](mailto:suvansh@flexiple.com).

### **Disclosure of Personal Information**

You agree and acknowledge that we do not share, sell or rent any Personal Identifiable Information to any third party without your consent except in the following circumstances:

- a. the Personal Identifiable Information comes in public domain without breach by Flexiple;
- b. Flexiple is directed by any court of competent jurisdiction or other governmental authority or otherwise to the extent permitted or required by law;
- c. in the good faith belief that disclosure is otherwise necessary or advisable including, without limitation, to protect the rights or properties of Flexiple or any or all of its affiliates, associates, employees, directors or officers;
- d. when there is a reasonable belief that disclosing the information is necessary to identify, contact or bring any legal or criminal action against someone who may be causing interference with Our rights or properties, whether intentionally or otherwise; and
- e. when anyone else could be harmed by such activities.

In case of any acquisitions or mergers with other entities, in any such events, We will notify You about such acquisition or merger, the User information will most likely also be transferred in connection with such acquisition or merger.

### **Cookies**

A cookie is a small text file that is stored on your computer that enables us to recognize you (for example, as a registered User) when you visit our website, store your preferences and settings, enhance your experience by delivering content and advertising specific to your interests, perform research and analytics, track your use of our services, and assist with security and administrative functions. Cookies may be persistent or stored only during a single session. Most browsers are set to automatically allow cookies. Please note it may be possible to disable some (but not all) cookies through your device or browser settings, but doing so may interfere with certain functionality on the Services. Major browsers provide users with various options when it comes to cookies. Users can usually set their browsers to block all third-party cookies (which are those set by third-party companies collecting information on websites operated by other companies), block all cookies or block specific cookies. To modify your cookie settings, please visit your browser's help settings. You will need to opt out on each browser and each device you use to access the services. Flash cookies operate differently than browser cookies and cannot be removed or blocked via web browser settings.

For the purpose of internet based advertising, we use the Google Analytics Advertising features that collect data of Our Users via Google advertising cookies, and identifiers, in addition to data collected through a standard Google Analytics implementation. By using the website You consent to the storing and accessing of cookies or other information on the end User's device.

### **International Transfers**

Your information may be transferred to and maintained on computers located outside of Your jurisdiction, where privacy laws may not be as protective as in your jurisdiction. Your consent to this Privacy Policy represents your consent to any such transfer.

### **Other Websites/ External Links**

Our website contains links to other websites. Please note that when you click on one of these links, you are entering into the domain of any other website for which Flexiple has no responsibility. If you use public forums – such as social networking services, internet bulletin boards, chat rooms, or blogs, you should be aware that any Personal Identifiable Information you disclose can be read, collected, or used by others. You hereby further acknowledge and agree that we would have no control over the information in such an event. We thereby encourage you to read the privacy policies of all such sites as these may be materially different from this Privacy Policy. You are solely responsible for maintaining the secrecy of your passwords, and your membership account information. Please be very careful, responsible, and alert with this information, especially whenever you're online.

### **Changes to the Privacy Policy**

We reserve the right to amend, modify or alter this Privacy Policy from time to time to reflect changes in the law, the features of our services, or advances in technology. The information that we collect is subject to the Privacy Policy in effect at the time such information is being used. In the event of any changes to this Privacy Policy, the changes shall be updated here. Therefore, it is advised to bookmark this page and/or periodically review this page to make sure you have the latest version. Your continued use of the services following the posting of changes to this Privacy Policy shall constitute your consent and acceptance of those changes.

### **Eligibility**

You must be at least 18 years of age to be able to register with us and avail our Services. We do not knowingly collect Personal Identifiable Information from children under 18. We recognize the privacy interests of children and we encourage parents and guardians to take an active role in their children's online activities and interests.

### **Disclaimer**

We have established electronic and administrative safeguards designed to secure the information so collected. However, We shall not be liable for any loss or damage sustained by reason of any disclosure

(inadvertent or otherwise) regarding online transactions using credit cards/ debit cards and/ or their verification process and particulars nor for any error, omission or inaccuracy with respect to any information (personal or non personal) so disclosed and used. Although we strive to keep your Personal Identifiable Information secure, no security measures are absolute, and we cannot guarantee that your Personal Identifiable Information will never be disclosed in a manner inconsistent with this Policy.

### **Governing law, Jurisdiction and Dispute Resolution**

This Privacy Policy is governed in accordance with the laws of India without regard to principles of conflict of laws. All disputes, difference, controversy and/or claims arising out of or relating to or in connection with this Privacy Policy shall be referred/ submitted to arbitration and shall be finally settled in accordance with the provisions of the Arbitration & Conciliation Act, 1996 (as amended from time to time) by a sole arbitrator to be mutually appointed by the Parties. The seat of arbitration shall be Mumbai and the language of the arbitration shall be English. Subject to the provisions relating to arbitration herein, the Courts at Mumbai shall have sole and exclusive jurisdiction.

### **Assignment**

We may assign any of Our responsibilities/obligations to any other person without notice to the User, at its sole discretion. However, You shall not assign, sub – licence or otherwise transfer any of Your rights or obligations under this Privacy Policy to any other party.

### **Contact Us**

In order to keep Your Personal Information accurate and complete, please contact Us as specified below. Also, if You have any questions or comments about the Privacy Policy, please write to Us at [suvansh@flexiple.com](mailto:suvansh@flexiple.com). This Privacy Policy is incorporated into and subject to the Flexiple's Terms of Service. Your use of the website and any of Our services and the information you provide us on the website is subject to the Terms of Service and this Privacy Policy.

Please note that any capitalized terms used in this Privacy Policy document and not defined herein, shall have the same meaning as defined under the Terms of Service on our Website.

Thank You for using the Website!