

	Website Privacy Policy	Doc Number: LTQ/GDPR/WPP Version: 1.0 Last Modified: 01/01/2024 Department Internal
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Website Privacy Policy

1. General Information

a) Introduction

Thank you for your interest in our website and our online services. Protecting visitor's data using it only in the way our visitors expect from us is our highest priority. Thus, the following policy is designed to inform you about our privacy policy.

2. Processing of Personal Data during Your Use of Our Website

Your visit to our website and/or use of our online services will be logged. The IP address currently used by your device, date and time, the browser type and operating system of your device, and the pages accessed, maybe recorded. This data is collected for the purposes of optimizing and improving our website as well as analytics of our visitors.

a) Contact Form

You can use the contact form on our website (<https://learnteq.com/contact.html>) to contact us for any request.

If an individual has any questions or grievances regarding anything covered by this privacy statement, he or she can contact the grievance officer on the given number +918904144343.

If an individual has any queries about our privacy practices or the implementation thereof or notice any discrepancy in our database relating to the individual, he or she may address such matters to contact@learnteq.com.


e) Cookies

You can access our cookies policy at <https://learnteq.com/files/cookie-policy.pdf>

f) Data Recipients

We may use third party service to process your personal data. The data submitted to the contact form is processed through formsubmit.co. Link to their privacy policy is available at <https://formsubmit.co/privacy.pdf>

g) Retention periods

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Personal data provided to us via our website will be stored until the purpose of enquiry is made. Retention period for this data is 6 months.

Eg: Some of the information we receive is not retained. Contact information about visitors (such as information generated through registration for access to areas on the site) will be kept as long as the information is required for the purposes for which it was collected or until a user request that we delete that information or as required by law. Mailing list information, discussion posts and email are kept for only the period of time considered reasonable to facilitate the visitor's requests. Information that is kept by us will be destroyed or deleted after a reasonable period from the time when it becomes outdated or is no longer required. We may, however, need to retain copies of information (which may include personal information) for internal record-keeping purposes and/or for compliance with applicable law or professional standards, whose requirements may be more than that of laws and rules requiring data protection and privacy.

3. Your rights

- The right to be informed
- The right of access
- The right to data portability
- Right in relation to automated decision making & profiling
- The right to demand the erasure of personal data;
- The right to demand the restriction of the data processing;
- The right to object the data processing;