

Privacy Policy

This privacy policy ("Privacy Policy") governs the use of information by Manastu Space Technologies Private Limited, a company incorporated under the Companies Act, 2013 and having its registered office at Plot No. C-6/7, TTC, MIDC Industrial Area, Pawane, Navi Mumbai, Sanpada, Thane Maharashtra, 400703 (hereinafter referred to as "Company", "we" or "us" or other pronouns used to refer to the Company) that is obtained through the use of its website <https://www.manastuspace.com> ("Website") by the users ("User" or "you" or other pronouns used to refer to the User).

This Privacy Policy will explain how our Company uses the personal data we collect from you when you use our website.

1. WHAT DATA DO WE COLLECT?

Our Company only collects the following information on the website:

- personal identification information (Name, email address, phone number)
- requirements or queries in relation to our services;
- aggregated data such as statistical or demographic data. Aggregated data could be derived from your data but is not considered personal data under law as it does not directly or indirectly reveal your identity.

There is no requirement for provision of any of the abovementioned information for the use of the website and the user may provide the information only if they wish to raise a query or wish to request a demo of the products or services of the Company.

2. HOW DO WE COLLECT YOUR DATA?

You directly provide the Company with most of the data we collect. We collect data and process data:

- when you use or view our website;
- when you voluntarily complete a customer survey, provide feedback or raise any query for the purposes of engaging in business / collaborating with the Company on any of our message boards or via email;
- by recording details, you provide to us with your explicit consent. For e.g. by responding to a job posting, by submitting information under the 'careers' or 'get in touch' sections of our website, by submitting your e-mail ID in our 'newsletter' section, or your communications with us through emails or calls.

3. HOW WILL WE USE YOUR DATA?

We collect your personal information through our website for the following purposes:

- To improve your future interactions with our company by enhancing the services and user experience we provide.

4. HOW DO WE STORE YOUR DATA?

Our Company will keep your data only for the minimum duration required.

5. THIRD PARTY SERVICES

The website may include links to third-party websites, plug-ins, and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party services and therefore, we are not responsible or liable for their privacy statements. When you leave the website or access third-party links available on the website, we encourage you to read the privacy policy of each such third-party service provider.

6. SECURITY POLICY

The Company takes careful precaution to protect our Users' information from unauthorised access, improper use or disclosure or unauthorised modification. To prevent unauthorised access, we have put in place the industry-standard security technology and procedures to safeguard the information we collect online including technical, operational and physical security controls. Your information is encrypted and is protected with the most secure encryption software, which encrypts all information you input. We maintain physical, electronic, and procedural safeguards in connection with the collection, storage, and disclosure of information about the User. Even though we have taken significant steps to protect your information and specifically your personally identifiable information, no company, including the Website can fully eliminate security risks associated with information. It is your responsibility to protect the user names and passwords to help prevent anyone from accessing your accounts and services, including those pertaining to this Website. We further disclaim any responsibility for any intercepted information sent via the internet, and you hereby release us from any and all claims arising out of or related to the use of intercepted information in any unauthorized manner.

7. WHAT ARE YOUR DATA PROTECTION RIGHTS?

Our Company would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

- The right to access – you have the right to request the Company for copies of your personal data. We may charge you a small fee for this service;
- The right to rectification – You have the right to request the Company to correct any information you believe is inaccurate. You also have the right to request the Company to complete the information you believe is incomplete;
- The right to restrict processing – You have the right to request that the Company restrict the processing of your personal data, under certain conditions;
- The right to object to processing – You have the right to object to the Company's processing of your personal data, under certain conditions;
- The right to data portability – You have the right to request that the Company transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: legal@manastuspace.com.

8. CHANGES TO OUR PRIVACY POLICY

Our Company keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 1st August, 2023.

9. GRIEVANCE OFFICER

If you have any complaint or grievances or concerns with respect to website or this Privacy Policy, please inform such matters to the designated Grievance Officer as mentioned below in writing or through electronic mail:

Name: K. Ameet Kumar

Contact Details: Ameet.kumar@manastuspace.com

Designation: Sr. Operations Executive