



CENTRE FOR GOOD GOVERNANCE
Knowledge • Technology • People

Privacy Policy - CGG

Version 1.0

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Review History

Version No.	Date of Release	Prepared/Reviewed by	Approved By	Details of Changes
1.0	04-09-2017	CDAC HYD (Mr. Ch A S Murty)		

1.0 Introduction

- 1.1 CGG is committed to safeguarding the data and privacy of our website visitors. CGG does not sell, trade, or otherwise, transfer to outside parties your personally identifiable information.
- 1.2 This does not include trusted third parties who assist us in operating our website, conducting our business or servicing you, so long as those parties agree to keep this information confidential.
- 1.3 We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others rights, property, or safety.
- 1.4 Visiting our website with agreeing to this policy, you consent to our use of cookies within the terms of the policy.

2.0 Collecting user/ Infrastructure Statistics

- 2.1 This CGG website records (collect and store) and use the following kinds of personal information :
 - a) Information about your visit to log for statistical purposes your such as server's address, Mac address, IP address, geographical location, the type of browser and version, operating system, the date and time you access site, the pages you have accessed (page views), the no of documents downloaded and the previous Internet address from which you linked directly to the site.
 - b) We will not identify users or their browsing activities, except when a law enforcement agency may exercise a warrant to inspect the service provider's logs.
 - c) All the above collected information is for internal statistics purpose only.

3.0 Collection of Personal Information

- a) We do not collect personal Information for any purpose other than to respond to you. If you choose to provide us with personal information like when filling out a 'Contact Us' with an e-mail address or postal address and submit it to us through the website, we may use that information to respond to your message and to give you the information sought.
- b) Your email address will only be recorded if you choose to send a message. It will only be used for the purpose for which you have provided it and will not be added to a mailing list. Your email address will not be used for any other purpose, and will not be disclosed, without your consent.

4.0 Retaining personal information

Personal information that we process for any purpose shall not be kept for more than 6 months to comply with our legal obligations in relation to the retention and deletion of personal information.

5.0 Security of personal information

- a) All the technical and organizational preventive measures for the loss, misuse or alteration of your personal information will be taken care by CGG.
- b) CGG may store all the personal information provided through the website on our secure (password- and firewall-protected) servers.
- c) In the terms of electronic financial transactions happens through our website will be protected by encryption technology.
- d) It also understands by you agree that the information accessed through the Internet is inherently insecure and may not have any guarantee of security over information in Internet Communication.

6.0 Cookies

- a) Our website uses cookies.
- b) A cookie is a piece of software code that the website, being accessed, sends to the browser, accessing the website. Our website sends cookies to the browser of the user, accessing the website, for increasing the access speed but do not gather user information of any kind during the process.
- c) Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

7.0 Our details

This website is owned and operated by CGG.

We are registered in ----- under registration number and our registered office is at Gachibowli.

Our principal place of business is at Gachibowli.

Contact us:

Jubilee Hills Campus

Centre for Good Governance
(Dr. MCR HRD Institute Campus),
Road No. 25, Jubilee Hills, Hyderabad 500033
Telangana, India

Gachibowli Campus

Centre for Good Governance
Survey No. 91, Near Outer Ring Road Chowrasta,

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Gachibowli, Hyderabad 500 032,
Telangana, India

Ref

1. **Guidelines for Protection of NCIIPC (National Critical Information Infrastructure Protection Centre)**
2. **<http://meity.gov.in/content/privacy-policy>**