

Privacy Notice

This privacy notice was last updated on August 11, 2025 (“**Privacy Notice**”).

We, LegaLogic Consulting LLP (“**We**”, “**us**”, “**our**”), are the owners of the website <https://learningdesk.legallogic.com/> i.e., **POSHture**—our e-learning module hosted on our learning management system (“**Portal**”). We are committed to protect the Personal Data of the individuals who interact with our Portal (“**you**”).

About the Portal: The Portal hosts a training program designed for facilitating compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

The purpose of this Privacy Notice is to inform you about the manner in which your Personal Data (*as defined below*) is processed when you interact with Portal.

This Privacy Notice discloses and explains how we collect, use, disclose, and protect your Personal Data that you provide while participating in training program hosted on the Portal.

PLEASE READ THIS PRIVACY NOTICE CAREFULLY. BY CLICKING ON THE CONSENT CHECKBOX, AND BY PROVIDING US PERSONAL DATA, YOU CONSENT TO OUR USE OF YOUR PERSONAL DATA IN ACCORDANCE WITH THE TERMS OF THIS PRIVACY NOTICE. IF YOU DO NOT AGREE TO THIS PRIVACY NOTICE, YOU MAY WITHDRAW YOUR CONSENT OR ALTERNATIVELY CHOOSE NOT TO PROVIDE YOUR PERSONAL DATA ON THE PORTAL.

IF YOU ARE ACCESSING THE PORTAL ON BEHALF OF A THIRD PARTY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND SUCH THIRD-PARTY TO THE TERMS AND CONDITIONS OF THIS PRIVACY NOTICE AND, IN SUCH AN EVENT YOUR USE OF THE PORTAL SHALL REFER TO USE BY SUCH THIRD PARTY. IF YOU DO NOT HAVE SUCH AN AUTHORITY (TO PROVIDE ANY PERSONAL INFORMATION OF A THIRD PARTY) OR DO NOT AGREE TO THE TERMS OF THIS PRIVACY NOTICE, THEN YOU SHOULD REFRAIN FROM USING THE PORTAL.

This Privacy Notice is an electronic record in the form of an electronic contract being compliant and construed in accordance with The Indian Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 under The Information Technology Act 2000 and the Digital Personal Data Protection Act, 2023 (“**Privacy Rules**”) that require publishing of Privacy Notice for the collection, use, storage and transfer of sensitive Personal Data.

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1. DEFINITIONS

For the purposes of this Privacy Notice, the following terms shall have the meanings set forth below:

- a) **“Personal Data”** means and includes any information relating to an identified or identifiable natural person, including but not limited to the user’s first name, last name, mobile number, residential address, email address, company email, company name and designation.
- b) **“Processing”** means any operation performed on Personal Data, including collection, storage, use, and disclosure.

2. PERSONAL DATA WE COLLECT

We collect and maintain certain Personal Data about you pursuant to your interaction with the Portal. We collect and process the following categories of Personal Data for the training program hosted on our Portal:

- a) **Identity and Contact Information:** Name, employee ID, designation, department, email address, phone number, and organization details.
- b) **Training Participation Data:** training completion status and certification information.

3. HOW DO WE USE YOUR PERSONAL DATA

We collect and use your Personal Data for the following purposes:

- a) To register you for the POSH training program and manage your participation
- b) To deliver the training content and track your progress and completion
- c) To maintain internal records
- d) To comply with legal and regulatory obligations

4. COOKIES

We use cookies and/or similar in-house and third-party tracking tools to track user traffic patterns. Tracking tools also used are beacons, tags and scripts to collect and track information and to improve and analyze our Portal. You may choose to disable cookies through your browser settings.

5. ACCURACY OF INFORMATION

You undertake that you shall be solely responsible for the accuracy, correctness, or truthfulness of the Personal Data shared with us whether of your own or of any third party. In the event you are sharing any Personal Data on behalf of a third person, you represent and warrants that you have the necessary authority to share such Personal Data with us, obtained written consent from such third party and we shall not be responsible for verifying the same. You understand and acknowledge that such Personal Data shall be subject to the terms and conditions of this Privacy Notice.

6. DISCLOSURES

We may disclose your Personal Data with the following categories of recipients:

- a) **Affiliates:** We may provide your Personal Data to our affiliates to enable them to improve the Services, provide feedback and respond to their queries.
- b) **Your organization:** We disclose training completion and assessment data with your employer or organization to help them track compliance with POSH training requirements.
- c) **Service Providers:** We may engage trusted third-party service providers to assist us in delivering the training program, including, but not limited to technology service providers.
- d) **Regulatory Authorities:** When required by law, we may disclose information to government authorities or regulatory bodies.
- e) **Merger or Acquisition:** We may transfer your Personal Data if we are acquired by another entity, or if we merge with another entity or transfer a part of our business, including the Portal, to a third party. Any such third party or resultant entity that receives your Personal Data shall have the right to continue to use your Personal Data in line with the purposes set out herein.

7. DATA RETENTION

We will retain your Personal Data as long as it is required to be retained for the purpose of your use of the Portal. We may also retain and use your Personal Data as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

8. DATA SECURITY

We are committed to maintaining information security and protecting customer data from potential breaches. Although we provide appropriate firewalls and protections, we cannot warrant the security of Personal Data transmitted as these systems are not hack proof. Data pilferage due to unauthorized hacking, virus attacks, technical issues is possible, and we will take necessary measures to mitigate such events.

9. YOUR RIGHTS

You have the right to access Personal Data in our possession, right to have us rectify or modify any such Personal Data, right of grievance redressal, right to nominate withdraw consent at any time where we are relying on consent to process Personal Data. Depending on the nature of the request, we may ask you to complete a Personal Data Rights request form or seek certain details to verify the request. All requests for Personal Data will be handled within a reasonable period of time. If you would like to exercise ANY of these rights, please contact contact@legallogic.com.

10. CHOICE AND OPT-OUT

We may send you communications including but not limited to (a) information about our Portal, (b) updates, (c) promotional emails, and (d) newsletters. You may opt out of receiving promotional emails and newsletters from us by following the 'unsubscribe' instructions provided in those emails. Alternatively, you can opt out, at any time, by emailing contact@legallogic.com with your specific concerns.

11. LINKS TO OTHER WEBSITE

Our Portal may contain links to other websites of interest. Please note that we do not have any

control over such other websites, and you will be accessing these websites at your own risk. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such websites and those are not governed by this Privacy Notice. You should exercise caution and look at the privacy Notice applicable to such websites.

12. CHANGES TO THIS PRIVACY NOTICE

We may update this Privacy Notice from time to time to reflect changes in our practices or applicable laws. We will notify you of any material changes by posting the updated Privacy Notice on our website and, where appropriate, by email.

13. GOVERNING LAW AND JURISDICTION

This Privacy Notice shall in all respects be governed by and construed in accordance with the laws of India, and the courts of Pune shall have exclusive jurisdiction to adjudicate any dispute arising under or in connection with this Privacy Notice.

14. CONTACT US

If You wish to withdraw your consent or have any questions or concerns or grievances regarding this Privacy Notice, you can reach out to us via email at contact@legallogic.com.

Details of Grievance redressal officer:

Mr. Vikas Aggarwal

Email: contact@legallogic.com

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