

meenart.in

Privacy Policy

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Contact information

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Responsible person	Meena Subramaniam

Definitions

I, me, my	means Meena Subramaniam.
GDPR	means the General Data Protection Regulation which provide the highest level of data protection in the world at the time of the implementation of the policies of meenart.in.

This Privacy Policy applies to information I collect about individuals who interact with me through my website. It explains what personal information I collect and how I use it. The Privacy Policy follows adheres to the principles of the GDPR of the European Union. The GDPR is perceived to provide the strongest possible protection in the world for the user of services that require the user to share information that may be perceived as private.

If you have any comments or questions about this notice, feel free to contact me using one of the contact methods listed at the start of this policy.

1. Personal data that I process

The following table explains the types of data I collect and the legal basis, under current data protection legislation, on which this data is processed.

Purpose	Data (key elements)	Basis
Enquiring about my organisation and its work	Name, email, message	Legitimate interests - it is necessary for me to read and store your message so that I can respond in the way that you would expect.
Subscribing to email updates about my work	Email	Consent - you have given your active consent.
Making a payment	Name, email, address, payment information	Legitimate interests - this information is necessary for me to fulfil your intention of paying money and your expectation of receiving an invoice and/or confirmation message.
Website functionality	Website activity collected through cookies	Legitimate interests - it is necessary for me to store a small amount of information, usually through cookies, to deliver functionalities in a satisfactory manner.

2. How I use your data

I will only use your data in a manner that is appropriate considering the basis on which that data was collected, as set out in the above table.

For example, I may use your personal information to:

- reply to enquiries you send to me;
- handle payments or other transactions that you initiate;
- where you have specifically agreed to this, send you communications, including for marketing purposes, by email relating to my work which I think may be of interest to you.

3. When I share your data

I will only pass your data to third parties in the following circumstances:

- you have provided your explicit consent for me to pass data to a named third party;
- I am using a third party purely for the purposes of processing data on my behalf and I have in place a data processing agreement with that third party that fulfils

- my legal obligations in relation to the use of third party data processors; or
- I am required by law to share your data.

In addition, I will only pass data to third parties outside of the USA where appropriate safeguards are in place as defined by Article 46 of the GDPR.

4. How long I keep your data

I take the principles of data minimisation and removal seriously and have internal policies in place to ensure that I only ever ask for the minimum amount of data for the associated purpose and delete that data promptly once it is no longer required.

Where data is collected on the basis of consent, I will seek renewal of consent at least every three years.

5. Rights you have over your data

You have a range of rights over your data, which include the following:

- Where data processing is based on consent, you may revoke this consent at any time and I will make it as easy as possible for you to do this (for example by putting 'unsubscribe' links at the bottom of all my marketing emails).
- You have the right to ask for rectification and/or deletion of your information.
- You have the right of access to your information.
- You have the right to lodge a complaint with the Information Commissioner if you feel your rights have been infringed.

A full summary of your legal rights over your data can be found on the Information Commissioner's website here: <https://ico.org.uk/>

If you would like to access the rights listed above, or any other legal rights you have over your data under current legislation, please get in touch with me.

Please note that relying on some of these rights, such as the right to deleting your data, will make it impossible for me to continue to deliver some services to you. However, where possible I will always try to allow the maximum access to your rights while continuing to deliver as many services to you as possible.

6. Cookies & usage tracking

A cookie is a small file of letters and numbers that is downloaded on to your computer when you visit a website. Cookies are used by many websites and can do a number of things, e.g. remembering your preferences, recording what you have put in your shopping basket, and counting the number of people looking at a website.

Where cookies are used to collect personal data, I list these purposes in section 1 above, along with other personal data that I collect. However, I may also use some cookies that do not collect personal information but that do help me collect anonymous information about how people use my website. I may use Google Analytics for this purpose. Google Analytics generates statistical and other information about website usage by means of cookies, which are stored on users' computers. The information collected by Google

Analytics about usage of my website is not personally identifiable. The data is collected anonymously, stored by Google and used by me to create reports about website usage. Google's privacy policy is available at <http://www.google.com/privacypolicy.html>.

7. Modifications

I may modify this Privacy Policy from time to time and will publish the most current version on my website. If a modification meaningfully reduces your rights, we'll notify people whose personal data I hold and is affected.

END OF POLICY