WHAT IS THE PURPOSE OF THIS DOCUMENT
Tata Consultancy Services (“TCS” or “we”) is committed to protecting the privacy and security of your personal data.

This privacy notice describes how we collect and use personal data about you prior to, during and after this event, N.A. TCS Summit.

TCS is a “data controller”. This means that we are responsible for deciding how we hold and use personal data about you. We are required under data protection legislation to notify you of the information contained in this privacy notice.

This notice applies to all users who download the mobile app on their mobile devices through Apple and Google Play Stores.

It is important that you read this notice, together with any other privacy notice we may provide on specific occasions when we are collecting or processing personal data about you, so that you are aware of how and why we are using such information.

DATA PROTECTION PRINCIPLES
We will comply with applicable data protection laws. This means that the personal data we hold about you must be:

1. Used lawfully, fairly and in a transparent way.
2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
3. Relevant to the purposes we have told you about and limited only to those purposes.
4. Accurate and kept up to date.
5. Kept only as long as necessary for the purposes we have told you about.

THE KIND OF INFORMATION WE HOLD ABOUT YOU
Personal data means any information about an individual from which that person can be identified. It does not include data where the identity has been removed (aka anonymous data).

There are “special categories” of more sensitive personal data, which require a higher level of protection.

We will collect, store, and use the following categories of personal data about you:

1. Full Name
2. email address (personal/official)
3. Mobile number
4. Profile Image
5. Company Name
6. Designation
7. Social Media Detail (Twitter, Instagram and linkedin)
8. Serial number of mobile devices for users who are using Android phones and UUID of mobile devices when users are using iPhone to receive Push notification

HOW IS YOUR PERSONAL DATA COLLECTED
We collect personal data i.e Name, email address, Mobile number, company name, designation through Cvent registration portal for the event.

Profile image, Social media detail and Push notification details are collected via mobile app using backend web services.

HOW WE WILL USE INFORMATION ABOUT YOU
We will only use your personal data when the law allows us to. Most commonly, we will use your personal data in the following circumstances:

1. Where we need to comply with a legal obligation.
2. Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

We may also use your personal data in the following situations, which are likely to be rare:

1. Where we need to protect your interests (or someone else’s interests).
2. Where it is needed in the public interest or for official purposes.

**Situations in which we will use your personal data**
We need all the categories of information in order for you to enable push notification services on your mobile devices. We register your mobile devices using Serial no and UUID for Android and iPhone respectively. In the promotion or creation of a record of this event and to promote TCS via our social media and internal communications channels.

The situations in which we will process your personal data are listed below.

1. Compilation of digital record of the event.
2. To facilitate your participation in the event
3. To amplify in Social media channels

Some of the above grounds for processing will overlap and there may be several grounds, which justify our use of your personal data.

**If you fail to provide personal data**

If you fail to provide certain information when requested, we may not be able to provide services to you like sending Push Notifications, or we may be prevented from complying with our legal obligations

**Change of purpose**

We will only use your personal data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. If we need to use your personal data for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Please note that we may process your personal data without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

**When might you share my personal data with other entities in the group?**

We will share your personal data with other entities to generate reports for the leadership team when required and to work on the feedback/ comments

**What about other third parties?**

We will share your personal data with third parties where required by law, where it is necessary provide you with the services or where we have another legitimate interest in doing so.

We may also need to share your personal data with a regulator or to otherwise comply with the law.

**DATA SECURITY**

We have put in place measures to protect the security of your information. Details of these measures are available upon request.

Third parties will only process your personal data on our instructions and where they have agreed to treat the information confidentially and to keep it secure.

We have put in place appropriate technical, organizational and security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorized way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

**DATA RETENTION**

**How long will you use my information for?**

We will only retain your personal data for 90 days after the event including for the purposes of satisfying any legal, accounting, or reporting requirements. To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorized use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.
In some circumstances, we may anonymize your personal data so that it can no longer be associated with you, in which case we may use such information without further notice to you.

**DATA SUBJECT RIGHTS**

**Your duty to inform us of changes**

It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your relationship with us.

**Your rights in connection with personal data**

Under certain circumstances, by law you have the right to:

1. **Request access** to your personal data (commonly known as a “data subject access request”). This enables you to receive a copy of the personal data we hold about you and to check that we are lawfully processing it.

2. **Request correction** of the personal data that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.

3. **Request erasure** of your personal data. This enables you to ask us to delete or remove personal data where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal data where you have exercised your right to object to processing (see below).

4. **Object to processing** of your personal data where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal data for direct marketing purposes.

5. **Request the restriction of processing** of your personal data. This enables you to ask us to suspend

   the processing of personal data about you, for example if you want us to establish its accuracy or the reason for processing it.

6. **Request the transfer** of your personal data to another party.

If you want to exercise a data subject right, please contact CPO at tcs.cpo@tcs.com.

**What we may need from you**

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal data is not disclosed to any person who has no right to receive it.

**RIGHT TO WITHDRAW CONSENT**

In the limited circumstances where you may have provided your consent to the collection, processing and transfer of your personal data for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact CPO at tcs.cpo@tcs.com. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

**DATA PROTECTION SUPERVISORY AUTHORITY**

You have the right to make a complaint at any time to the:

CPO at tcs.cpo@tcs.com

**CHANGES TO THIS PRIVACY NOTICE**

We reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice when we make any substantial updates. We may also notify you in other ways from time to time about the processing of your personal data.

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