

Terms of Usage and Privacy Policy

SG Mart Limited is incorporated under the laws of India. References to “we,” “us,” or “SG Mart Limited refer to SG Mart Limited.

For the purpose of this policy document, “**Personal data**” shall refer to mean any information related to an individual that can be used to identify that person. This includes, but is not limited to, name, an identification number, location data or relating to that person’s physical, physiological, genetic, mental, economic, cultural or social identity.

Purpose

In the course of using our website, or pursuant to any dealings with any of our personnel, you may be required to give us certain data which qualifies as Personal Data. This policy guides the manner in which we shall collect, use and maintain your Personal Data, which shall be done in compliance with privacy laws applicable in the regime where you are accessing our website or dealing with our personnel, including but not limited to, the General Data Protection Regulation (GDPR) applicable in the European Union.

Types of Personal Data collected

We collect various types of personal data, including, contact details such as your name, job title, organization, business address (including home address if provided), telephone number, mobile number, fax number, and email address.

Usage of Personal Data

The personal data we collect is utilized for communication purposes, including for the purposes of maintaining any communications between our personnel and you; and as required for the purposes of undertaking any commercial dealings agreed upon between our personnel and you.

Sharing of Personal Data (Applicable to Data Principals located in the European Union)

We do not share your personal data with third parties except for storage purposes on secure servers that may be located outside the European Union. We may also disclose your personal data to relevant authorities when required by law.

Purpose and the legal basis for processing Personal Data

We process your personal data for ongoing projects, we will process your personal data to manage assignments effectively, including receiving and sending purchase orders, contracts, agreements, and for billing purposes. This processing is conducted in accordance with the legitimate interests of our mutual dealings. We do not engage in automated decision-making or profiling based on your personal data.

Data retention

Your Personal Data will be deleted when:

- It is no longer necessary for the purposes for which you provided it.
- You withdraw your consent (where applicable).
- We are no longer legally obligated or permitted to retain it.

However, we may retain your personal data, as required by applicable laws, for specific durations.

Security measures for Personal Data

All personal data is stored securely in a cloud environment with multiple layers of security protocols in place to protect against unauthorized access.

Rights

As a data principal, you have certain rights concerning your Personal Data under, *inter alia*, the Indian Digital Personal Data Protection Act, 2023 and under General Data Protection Regulation (GDPR).

Upon request and under specific conditions, you may:

- Ask for a summary of your Personal Data being processed by us;
- Ask for the identities of the entities with whom we have shared your Personal Data for processing (if at all);
- Ask for correcting, completing, updating any erasing any Personal Data;

(Applicable to Data Principals located in the European Union)

- Obtain a copy of your Personal Data;
- Correct any inaccuracies in your Personal Data;
- Request a restriction on the processing of your Personal Data;
- Request the deletion of your Personal Data.
- Object to the processing of your Personal Data for direct communications while retaining the right to process it in our legitimate interests.

Any requests or inquiries regarding this policy or our handling of your Personal Data should be directed to info@sgmart.co.in.

By reading and understanding these terms of consent, and continuing thereof, you hereby express your agreement to us. In case of a minor or otherwise a person legally incompetent to contract, we hereby assume that the consent to this policy has been given by his/her respective parent/guardian.