

## Privacy policy

### Purpose

Caddgild Technologies (“Caddgild Technologies,” “we,” or “us”) is committed to protecting your privacy, we take data protection and privacy very seriously. This Privacy Policy (“Policy”) describes how Caddgild Technologies collects, uses, shares and secures the personal information you provide when you visit the Websites and Mobile Apps owned and operated by Caddgild Technologies (listed below), and when you use our Service(s). It also describes your choices regarding use, access and correction of your personal information. The use of information collected through our Service(s) shall be limited to the purpose of providing the service for which you have engaged Caddgild Technologies. The capitalized terms used in this Policy but not defined herein shall have the same meaning as defined in our Terms of Service at (“Terms”).

### Caddgild Technologies Website

Website:

Caddgild.com

Please read this Privacy Policy carefully, as it governs how you use Caddgild Technologies or its affiliate products. If you do not agree to this Privacy Policy, please do not use Caddgild Technologies.

### Notice to End Users

In some cases an administrator may create an account in Caddgild Technologies on the behalf of a “End-User” and may provide his/her information, including Personal Information. In such cases the administrator who may be your Employer or a Caddgild Technologies Authorised Training partner (ATP) is our “Customer.” We collect Information under the direction of our customers and have no direct relationship with the End-User whose personal data we process.

A End-user’s use of the Caddgild Technologies platform may be subject to the Customer’s policies, if any.

Our Customer must have the authority to act on behalf of the End-User and to consent to the collection and use of their Personal Information as described in this Privacy Policy.

If you are an End-user using our platform, please direct your privacy inquiries to your administrator. Caddgild Technologies is not responsible for the privacy or security practices of our customers, which may differ from those set forth in this privacy statement.

## Use of your Personal Information and Other Data

Caddgild Technologies uses this Privacy Policy to govern the use of personal information you provide to us. We use your personal information solely to provide our services to you. We also use your Personal Identifiable Information (PII) together with other Personally Non-Identifiable Information (non - PII) to help us better understand our users and to improve the content and functionality of our site.

## Personal Identifiable Information

We may collect the following personal information from you in the following situations

When you visit our website or mobile apps and voluntarily provide the following information via one of our contact forms, via a chat or phone session, or as part of a purchase of one of our courses or register on our site:

Contact Information, such as name, email address, mailing address, phone number, IP

Information about your business, such as company name, company size, business type

Billing Information, such as credit card number and billing address;

Note : All payment transactions are processed through secure payment gateway providers. We do not store any card information (other than the last 4 digits of your card) in our servers.

When you use our Learning Management System (\*.lms.Caddgil.com), mobile applications, our support system or respond to our surveys:

Contact Information, such as name, email address, mailing address, IP address, geographic location, or phone number;

Unique Identifiers, such as username, or password;

Name and e-mail address when you provide feedback from the Service(s)

When you use our community website or blogs

Please refer to our section on Public Forums

Users may, however, visit our Site anonymously. We will collect personal identification information from Users only if they voluntarily submit such information to us. Users can always refuse to supply personally identification information, except that it may prevent them from engaging in certain Site related activities.

## Non-Personal Identifiable Data:

We capture some Non-Identifiable data in our logs. The data in the logs includes

Device type

browser type

language preference,

time zone,

screen size

referring / exit pages

Use

We may use the personal information collected from within the Websites or when you use the Service(s) to:

Provide you with the Service(s).

Send you communication from the Service(s)

Assess the needs of your business to determine or suggest suitable products.

Send you requested product or service information.

Respond to customer service requests.

Administer your account.

Send you promotional and marketing communications.

Personalised Advertisement

Facilitate your transactions with other users when you use our Service(s).

Perform statistical analyses of user behaviour and characteristics at an aggregate level in order to measure interest in and use of the various areas of the site.

When you provide us with personal information about your contacts we will only use this information for the specific reason for which it is provided.

Share

If your subscription was provided by your employer or a Caddgild Technologies Authorised training partner, we will share information, including personal information with them.

We may transfer personal information to our Group Companies and sub-contractors that help us provide our Service(s). Transfers to subsequent third parties are covered by the service agreements with our data-processors. We reserve the right to disclose your personal data as required by applicable law,

in response to lawful requests by public authorities, including meeting national security or law enforcement requirements and when we believe that disclosure is necessary to protect our rights and/or to comply with a judicial proceeding, court order, or other legal process served on us.

In the event Caddgild Technologies goes through a business transition, such as a merger or acquisition by another company, or sale of all or a portion of its assets, your user account and personal data will likely be among the assets transferred. You will be notified via email and via a prominent notice on our Websites of any such change in ownership or control. We may also disclose your personal information to any other third party with your prior consent.

#### Data from Third Parties

We also obtain data from third parties. We protect data obtained from third parties according to the practices described in this statement, plus any additional restrictions imposed by the source of the data. These third-party sources vary over time, but have included:

Data brokers from which we purchase demographic data to supplement the data we collect.

Social networks when you grant permission to access your data on one or more networks.

Existing or past learners who participate in our referral program

Service providers that help us determine a location based on your IP address in order to customize certain products to your location.

Partners with which we offer co-branded services or engage in joint marketing activities, and

Publicly-available sources such as open government databases or other data in the public domain.

We may receive Personal Information about you from other sources like postal mail, telephone or fax. We may add this information to the information we have already collected from you via the Site in order to improve the products and services we provide.

#### Correction, Removal or Export of Personal Information

Caddgild Technologies acknowledges that you have the right to access, edit and delete your personal information at any time. Upon request, we will provide you with reasonable access to the personal information we collect about you. You will have the opportunity to correct, update, modify or delete this information as follows:

If you have independently signed up with Caddgild Technologies.

You may access, update or export your Personal Information included in your online Caddgild Technologies account at any time by logging into your account and going to your profile or by reaching out to us

If you are using an enterprise-provided account (Caddgild Technologies Authorised Training Partner or your Employer)

Please review the section Notice to End Users

Exceptions in Deletion: If you request access to your personal information and discover that that information is wrong, we strive to give you ways to update it quickly or to delete it – unless we have to keep that information for legitimate business or legal purposes. We aim to maintain our services in a manner that protects information from accidental or malicious destruction. Because of this, after you delete information from our services, we may not immediately delete residual copies from our active servers or backup systems

Exception in Data Portability: There may be limits to the amount of information we can practically provide. For example, we may limit an individual's access to personal information where the burden or expense of providing access would be disproportionate to the risks to the individual's privacy or where doing so would violate others' rights.

Exception in Data Correction: Even after updates to your Personal Information, we may maintain and store older versions of such information within our databases, access logs and other records in order to comply with other routine data audits.

#### Links to Third Party Sites

Our Websites contain links to other websites that are not owned or controlled by Caddgild Technologies. Please be aware that we are not responsible for the privacy practices of such other websites or third parties. We encourage you to be aware when you leave our Websites and to read the privacy policies of each and every website that collects personal information.

#### Public Forums

Our Websites offer publicly accessible blogs or community forums. You should be aware that any information you provide in these areas may be read, collected, and used by others who access them. To request removal of your personal information from our blog or community forum, reach out to us. In some cases, we may not be able to remove your personal information, in which case we will let you know that we are unable to do so and why.

Caddgild Technologies may provide bulletin boards, blogs, or community threads on the Company's Web sites. Any personal information you choose to submit in such a forum may be read, collected, or used by others who visit these forums, and may be used to send you unsolicited messages. Caddgild Technologies is not responsible for the personal information you choose to submit in these forums.

Remember that when you share information publicly, it may be indexable by search engines.

#### Single Sign-On & Other social Media Features

Our Websites include social media features, such as the Facebook "Like" button, the "Share This" button or interactive mini programs. Where we have your consent, these features may collect your IP address, which page you are visiting on our Websites, and may set a cookie to enable the feature to function properly. Social media features and widgets are either hosted by a third party or hosted directly on our Websites. Your interactions with these features are governed by the privacy policy of the company providing them.

You can log in to our Websites using sign-in services by LinkedIn. The services will authenticate your identity and provide you the option to share certain personal information with us such as your name and email address.

#### Communications from the Websites

We may use your email address to send our newsletters and/or marketing communications. If you no longer wish to receive these communications, you can opt out by following the instructions contained in the emails you receive or by contacting us at

We will send you announcements related to the Service(s) on occasions when it is necessary to do so. For instance, if our Service(s) is suspended for maintenance, we might send you an email. Generally, you may not opt-out of communications which are not promotional in nature. If you do not wish to receive them, you may delete your Account.

#### Information Security

Our Websites and Service(s) have industry standard security measures in place to protect against the loss, misuse, and alteration of the information under our control. When you provide us with sensitive information (such as credit card information or login credentials), we will encrypt that information via Secure Socket Layer (SSL).

Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our Websites or via the Service(s) and any transmission is at your own risk. Once we receive your personal information, we will use strict procedures and security features to try to prevent unauthorized access.

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of your personal information, username, password, transaction information and data stored on our Site.

Our website is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible.

We use regular Malware Scanning.

Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems and are required to keep the information confidential. In addition, all sensitive/credit information you supply is encrypted via Secure Socket Layer (SSL) technology.

All payment transactions are processed through secure gateway providers and are not stored or processed on our servers

#### Testimonials

We post customer testimonials/comments/reviews on our Websites which may contain personal information. Prior to posting the testimonial, we obtain the customer's consent to post their name along with their testimonial. If you want your testimonial removed, please reach out to us

#### Amendments

Caddgild Technologies has the discretion to update this privacy policy at any time. When we do, we will post a notification on the main page of our Site, revise the updated date at the bottom of this page and send you an email. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications. Your continued use of this Websites or the Service(s) following the posting of any amendment, modification, or change to this Policy shall constitute your acceptance of the amendments to this Policy. You can choose to discontinue use of the Websites or Service(s), if you do not accept the terms of this Policy, or any modified version of this Policy.