

WEB PRIVACY POLICY

PUJA GURU

Version 1.0

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WEB PRIVACY POLICY

Puja Guru considers the privacy of its web visitors on utmost priority and strict confidentiality. To that end, the Puja Guru has adopted the following "Web Privacy Policy" to articulate the terms and conditions of the collection, use, and dissemination of any information the Puja Guru may receive from its customers from www.pujaguru.com (the "Website"). Please note, however, that this policy has been developed with the knowledge that web technologies continue to develop and evolve rapidly, and that such changes may require us to alter the Web Privacy Policy. Any such alterations will not affect Puja Guru's commitment to the protection of privacy. Your use of the Website indicates your acceptance of this Web Privacy Policy.

INFORMATION GATHERING

WEB VISIT LOGS

To make the Website more useful, the Puja Guru automatically collects certain information when users visit the Website, including but not limited to, IP addresses, date and time of visits, pages viewed and click-streams. No personally identifiable information will be collected or tracked without permission. The data is used by the Puja Guru to tune the web site for efficiency. This means that user sessions may be tracked, but the users will remain anonymous.

USE OF COOKIES

The Website may use "cookies," which are text files holding small amounts of data, to collect information to anonymously track how visitors interact with the Website, including where they came from or what they did on the Website. The Puja Guru uses this analytical information to improve user's experiences online. Our cookies do not contain any personally identifiable information. Users do not need to have cookies turned on to use the Website. However, users do need cookies to participate actively in message boards, forums, polling and surveys. Search terms that users enter into the Search Engine may be tracked, but this tracking is not associated with individual users.

INFORMATION VOLUNTARILY PROVIDED BY CUSTOMERS

In the course of using the Website, users may choose to provide the Puja Guru with information to help the Puja Guru serve them. For example, an individual may send an email (through a mailer or a web form) to request information, sign up for a mailing list, or send their address in order that they be sent an application or other material. Any personally identifiable information sent to the Puja Guru will be used only for the purpose indicated. Requests for information will be directed to the appropriate team to respond to the request, and may be recorded to help the Puja Guru update the Website to better respond to similar requests. Each web page requesting information discloses the purpose of that information. If a user does not wish to have the information used in that manner, he/she is not required to provide it. Users are encouraged to contact the Puja Guru with questions or concerns about the use of personally identifiable information.

The Puja Guru will not sell, exchange or otherwise distribute personally identifiable information. Puja Guru does not retain the information longer than necessary for normal operations.

SECURITY

The Puja Guru has put into place security measures on the Website to safeguard the integrity of its communications and computing infrastructure, and protect against the loss, misuse and alteration of the information under its control, including but not limited to authentication, monitoring, auditing, and encryption. Once the Puja Guru receives any transmission from a user, the Puja Guru will make its best effort to ensure its security on our systems. The Puja Guru does so by using secure technology, privacy protection controls, and restrictions on employee access. These security practices are consistent with the policies of the Puja Guru and laws. Due to the nature of electronic communications, no data transmission over the internet can be guaranteed to be completely secure. While the Puja Guru remains committed to protecting the privacy of users, we cannot ensure or warrant the security of any information transmitted to the Puja Guru electronically, nor can the Puja Guru guarantee that information supplied by visitors to the site will not be intercepted while being transmitted over the Internet.

SHARING OF INFORMATION

The Puja Guru does not release confidential information gathered through the web. For example, the Puja Guru's portal, www.pujaguru.com, enables users to customize the content they see on their personal page. This information is not shared with third parties. The Puja Guru's public directory on the Website details workplace contact information about team only. Puja Guru customer contact information is protected from access outside the Puja Guru domain. In an attempt to respect

Customer privacy, as well as to stop the spamming of customers, the Puja Guru's online directory of customer information is only available to the Puja Guru community through the www.pujaguru.com portal.

PUBLIC FORUMS

Puja Guru makes some public chat rooms, forums, message boards, and news groups available to its users on the Website. The Puja Guru does not ordinarily log public chat sessions; however, any information that is disclosed in these areas becomes public information and all users should therefore exercise caution when deciding to disclose confidential information in such places. Chat sessions and discussion forums, such as those in Puja materials, may be logged; however, these Puja Materials records are protected from disclosure. In addition, at any time there may be online surveys being conducted on the Website. Persons responsible for conducting online surveys that collect personally-identifiable information should clearly state at the survey site the extent to which any information provided will be shared or protected.

EXTERNAL LINKS

The Website contains links to other independently-managed web sites within the Puja Guru network and to some sites outside the Puja Guru.com domain. When a user visits another site, the privacy policy of that site governs its use. The Puja Guru is not responsible for the privacy practices or the content of other websites.

AD SERVERS

We do not partner with or have special relationships with any ad server companies. We never use or install spyware on your computer, nor do we use spyware to retrieve information from your computer.

NOTIFICATION OF POLICY CHANGES

The Puja Guru reserves the right to change the Web Privacy Policy at any time. Such changes will be posted on the Website and will become effective upon Posting.

CONTACTING PUJA GURU

Please contact the Division of Information Resources' Policy and Security Committee at contact@PujaGuru.com with any questions about the Web Privacy Policy.

AUTHORITATIVE SOURCE

The authoritative source for this policy, and responsibility for its implementation, rests with the Proprietor.

APPROVAL AND REVIEW HISTORY

Placed on the Puja Guru portal for review and comment by the Puja Guru community: <<March 2009>>
Reviewed and approved by Puja Guru Proprietor.

REVIEW CYCLE

This policy will be periodically reviewed and updated as appropriate.