

Privacy Policy

Adroit Synergies Pvt. Ltd. (“Company”, “we”, “our”) respects the privacy of individuals and is committed to protecting personal information shared with us. This Privacy Policy describes how personal data is collected, used, disclosed, and protected in the course of our business operations.

Information We Collect

We may collect personal information that is voluntarily provided, including name, contact details, employment-related information, and other details required for service delivery, recruitment, or regulatory compliance. Limited technical information may also be collected when users visit our website.

Use of Information

Personal information is used strictly for:

- Providing services on behalf of our clients
- Customer support and operational purposes
- Recruitment and internal administration
- Compliance with applicable laws and regulations

The Company does not sell or misuse personal data.

Data Processing Role

The Company primarily acts as a **service provider / data processor** and processes customer data strictly as per client instructions and contractual obligations. The Company does not originate loans or take independent credit decisions.

Data Security

We maintain reasonable technical and organizational security measures to protect personal data from unauthorized access, misuse, or disclosure. Access to information is restricted to authorized personnel only.

Disclosure of Information

Personal information may be disclosed only:

- To clients for whom services are being provided
- To authorized personnel on a need-to-know basis
- When required by law or regulatory authorities

Data Retention

Personal information is retained only for as long as necessary to fulfill business, contractual, or legal obligations and is securely disposed of thereafter.

Grievance Redressal

For any privacy-related concerns or complaints, individuals may contact:

Grievance Redressal Officer

Email: grievance@adroitspl.com

Policy Updates

This Privacy Policy may be updated periodically. The latest version will be made available on the Company's website.

Compliance

This Privacy Policy is in line with applicable Indian laws, including the **Digital Personal Data Protection Act, 2023**, the **Information Technology Act, 2000**, and applicable **RBI guidelines**, where relevant.

Effective Date: [1-Apr-2025]