



**Prepared On: September 10th, 2018**

At Haritha Bio Fuel we recognize that privacy is important to you. Please note that by accessing the Haritha Bio Fuel you agree to accept the terms and conditions of this Privacy Policy.

### **1. Information Collection and Use**

We offer a number of services that do not require you to register for an account or provide any personal information to us. In order to provide our full range of services, we may collect the following types of information:

- Information you provide - When you use the online contact form, we ask for your personal information (such as your name and email address), so that we can form a reply. We will not collect or use sensitive information for purposes other than those described in this policy and/or in the specific service notices, unless we have obtained your prior consent.
- Cookies - The Haritha Bio Fuel Web Site does not make use of cookies.
- User communications - When you send emails or other communications to Haritha Bio Fuel, we may retain those communications in order to process your inquiries, respond to your requests and improve our services.
- Other sites - This Privacy Policy applies to web sites and services that are owned and operated by Haritha Bio Fuel. We do not exercise control over the sites displayed as search results or links from within our services. These other sites may place their own cookies or other files on your computer, collect data or solicit personal information from you.



### **2. Data Integrity**

Haritha Bio Fuel processes personal information only for the purposes for which it was collected and in accordance with this Policy or any applicable service-specific privacy notice. We review our data collection, storage and processing practices to ensure that we only collect, store and process the personal information needed to provide or improve our services.

### **3. Policy Changes**

Please note that this Privacy Policy may change from time to time. We will not reduce your rights under this Policy without your explicit consent. Any Policy changes will be posted on this page. Each version of this Policy will be identified at the top of the page by its effective date. If you have any additional questions or concerns about this Policy, please feel free to contact us any time through this Web Site.

### **4. Online web application**

We will provide options like change password, Your Profile, Send Request, Payment, GPRS Vehicle Tracking, Vehicle Maintenance(Daily vehicle service, Tax and Maintenance), Reports(Tax Invoice, Perform Invoice and Payment Receipts), Offline and Online Payment for you to keep transactions safe and smooth with form validations.