

Privacy Policy

At P & S Legal Services, we are deeply committed to safeguarding the privacy and personal data of anyone who accesses and utilizes our website, info@pslegalservices.in (hereinafter referred to as the "Website"). As the owner and operator of this Website, we take the protection of user information with the utmost seriousness. In this privacy policy, the terms "we," "us," and "our" shall be understood to refer to P & S Legal Services, including the Website, its subdomains, RSS feeds and associated email addresses.

We recognize the importance of maintaining the confidentiality and security of user data in an era where digital privacy has become a paramount concern. Our firm is dedicated to ensuring that all personal information entrusted to us is handled with the highest standards of care and in full compliance with applicable laws and regulations. We have implemented robust safeguards and best practices to protect against unauthorized access, misuse, or disclosure of user data.

By accessing or using our Website, Users acknowledge and agree to the terms and conditions set forth in this privacy policy. We encourage all Users to carefully review this document to understand how we collect, use, and safeguard their personal information. If Users have any questions or concerns regarding our privacy practices, they are welcome to contact us directly for further clarification or assistance.

We recognize the importance of maintaining the confidentiality and security of User information in an era where digital privacy has become a paramount concern. Our firm is committed to ensuring that all personal data entrusted to us is handled with the highest standards of care and in full compliance with applicable laws and regulations.

This privacy policy applies to anyone who visits our website or shares any information or data about an identified or identifiable person ("Personal Data") with P & S Legal Services. You agree not to share Personal Data of any other person. Personal Data includes any information that can identify a person either directly or

indirectly when combined with other information. This includes details such as name, address, telephone number, date of birth, gender, email address, and organization name.

We have implemented robust safeguards and best practices to protect against unauthorized access, misuse, or disclosure of User data. By accessing or using our website, Users acknowledge and agree to the terms and conditions set forth in this privacy policy. We encourage all Users to carefully review this document to understand how we collect, use, and safeguard their personal information. If Users have any questions or concerns regarding our privacy practices, they are welcome to contact us directly for further clarification or assistance.

At P & S Legal Services, we are committed to fostering a culture of trust and transparency when it comes to data privacy. We believe that by prioritizing the protection of User information, we can build lasting relationships with our clients and maintain the integrity of our legal services. Our firm will continue to adapt and evolve its privacy practices to ensure that they remain effective and aligned with the changing landscape of data protection laws and industry standards.

This privacy policy explains how we access, collect, use, handle, store, and disclose your Personal Data when you use our Website. It also outlines the choices you have regarding our use of your Personal Data and how you can access and update this information.

By accessing and using our Website, you agree to follow and be bound by this privacy policy. We may update this policy from time to time at our discretion or due to changes in the law. Unless stated otherwise, these updates will take effect from the day they are posted on the Website. PS Legal Service is not required to notify you about these changes. We recommend you check this privacy policy regularly for any updates. Your continued use of the Website will be taken as your acceptance of any changes to this policy.

This privacy policy should be at all times read along with the terms and conditions of use of the Website. By accessing and using this Website, you accept and agree to

be bound by and comply with (i) this privacy policy, (ii) [the Disclaimer](#), (iii) the [Terms of Use](#) and (iv) [Terms and Conditions](#)

If a user chooses to visit the website, any disagreement about a breach of privacy will be governed by this privacy policy and its terms and conditions. The applicable law for resolving such disputes will be the laws of the Republic of India. Any legal disputes arising from or related to this privacy policy will be exclusively handled by the competent courts in Chennai, Tamil Nadu, India.

1. How we utilize you own information

(a) **How We Use Your Personal Data** - We collect and use the personal information you provide when you enter details on our website. This happens when you fill out online forms, accept our website's terms of use, subscribe to our newsletter, contact us for assistance, submit inquiries, apply for job postings on the website, or otherwise provide information. You may be asked to give your name, email address, mailing address, phone number, age, or other necessary details. This information helps us improve the website, contact you, respond to your requests, and manage our relationships with you and our clients. If you want us to delete any personal data you've provided, you can write to us at info@pslegalservices.in. You also have the option to not provide personal data or withdraw your consent at any time. We process your personal data with your consent to manage the website, enhance its functionality, manage customer relationships, fulfil any contracts between us, or take steps to enter into such contracts at your request.

(b) **Automatically Collected Information** – When you use our Website, we may collect information like your device ID, device make and model, IP address, browser type, operating system, pages viewed, website navigation patterns, and how often you use the Website. We gather this data for analysis and research to improve our Website and ensure its security.

(c) **Newsletters** – We may use your personal information to send you emails with news and updates about us, including legal and regulatory updates. By using our

Website, you agree to receive these emails. You can unsubscribe from these emails at any time by emailing us at: info@pslegalservices.in

(d) Providing Personal Data – You have the option to not provide your personal information. However, if the required information is mandatory, you may not be able to access some or all parts of the Website.

Apart from the purposes already mentioned, we may use your Personal Data when required by law that applies to P & S Legal Services, or to safeguard your interests. Despite anything mentioned in this privacy policy or elsewhere, P & S Legal Services will not be liable for any loss, damage, or misuse of your User Information.

By voluntarily providing us with your Personal Data, you hereby give us your consent to use such Personal Data in accordance with this privacy policy.

2. Restricted Access and Data Retention Policy

Pursuant to the terms and conditions governing the use of this website, P & S Legal Services reserves the unilateral right to restrict or revoke the access of any user ("Restricted User") from the website and its associated services. In the event a user's access is so restricted, P & S Legal Services shall be entitled to delete any and all information or data provided by such user.

However, should P & S Legal Services, at its sole and absolute discretion or due to any legal obligations incumbent upon it, determine that it is necessary to retain such user information for record-keeping or any other legitimate purposes, the firm undertakes to safeguard the confidentiality of the said information to the fullest extent mandated by the applicable laws and regulations.

This policy is intended to preserve the integrity and security of the website, as well as ensure compliance with relevant legal requirements. P & S Legal Services shall exercise this access restriction right judiciously and only in circumstances where it deems such action necessary and proportionate to the identified risks or legal compulsions.

Users are advised to review the comprehensive terms of service and privacy policy of the website to fully understand the parameters governing the collection, use, and retention of their personal information. Should any user have concerns or queries regarding this access restriction and data retention policy, they are encouraged to reach out to the firm's data protection officer or legal compliance team for further clarification.

3. Maintenance of your Own Information

At P & S Legal Services, we are committed to the responsible and ethical handling of your personal data. We understand the importance of data privacy and the trust you place in us as your legal service provider.

- a) Your personal data shall be retained by us only for the duration necessary to fulfill the purposes for which we have collected or processed them, unless a longer retention period is required to comply with a legal obligation. We do not hold on to your information for any longer than is absolutely necessary.
- b) You have the right to request that we update, amend, correct, complete, or even delete any of your personal data that we have retained. To exercise this right, you may simply reach out to us via email, and we will promptly address your request.
- c) In certain cases, we may need to retain your personal data to comply with a legal obligation applicable to P & S Legal Services. Additionally, we may need to preserve your data in order to protect your own vital interests. However, we will always strive to balance our legal and ethical obligations with your fundamental right to privacy.

By entrusting us with your personal information, you can be assured that we will handle it with the utmost care and respect. We are committed to maintaining the highest standards of data protection and privacy, in line with applicable laws and regulations. Please do not hesitate to contact us if you have any questions or concerns regarding the handling of your personal data.

4. Cookies Policy

P & S Legal Services uses cookies, which are small text files transferred to the hard drive of your device, to recognize your browser and capture and remember certain information. These cookies enable us to understand your preferences based on previous or current activity on the Website, which allows us to improve our Website. We also use cookies to help us compile aggregated and anonymized data about the traffic on the Website, so that we can offer better experiences and tools in the future.

We may also use trusted third-party services that track this information on our behalf. These services are authorized to use cookies, web beacons, and other tracking technologies to collect and analyze certain information about your use of the Website. This information is used to help us understand and improve our Website, as well as to provide you with personalized content and advertising.

It is important to note that cookies are not used to collect or store sensitive information, such as your name or contact details. They are solely used for the purposes outlined above and are designed to enhance your experience on the Website.

By using the Website, you consent to the use of cookies as described in this policy. If you do not consent to the use of cookies, you may disable them in your browser settings. However, please note that disabling cookies may affect your ability to use certain features of the Website.

5. How do we protect your information

- a) We take the safety of your Personal Data and its confidentiality very seriously and we provide reasonable security safeguards commensurate to the sensitivity of the Personal Data being handled and have implemented security practices including but not limited to technical, operational and physical safeguards to protect your information. We implement a variety of security measures when a user enters, submits, or accesses their information to maintain the safety of your Personal Data.

- b) The Website is scanned on a regular basis for any known vulnerabilities in order to make your use as safe as possible.
- c) Your Personal Data is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems or otherwise require the Personal Data for the purposes enlisted in this privacy policy. These persons are also under an obligation to keep such Personal Data confidential.
- d) Please be aware that, although we endeavor to provide reasonable security for your Personal Data, no security system can prevent all potential security breaches.
- e) We endeavor to ensure to the best of our ability that all third party service providers whose services which we may use, maintain security standards that are equivalent to our security standards and commensurate with market practices, in the context of the kind and nature of Personal Data being stored or handled.

6. Disclosures to third parties

- a) We do not sell, trade, publish or otherwise transfer your Personal Data to outside parties, unless we provide you with advance notice and obtain your prior consent to do so.
- b) This does not include our trusted service providers, including without limitation, our hosting partners, who assist us in operating the Website, conducting our business, or serving our clients; so long as they agree to keep this information confidential and do not have any independent use of the information we disclose to them. You hereby give us your consent to transfer your Personal Data to our trusted service providers.

- c) We may also release certain limited information when its release is required to comply with the law, enforce our policies, or protect ours or others' rights, property or safety, investigate fraud or respond to a government request.

7. Your Rights

- a) You may request us to confirm whether or not certain Personal Data belonging to you is being processed by P & S Legal Services, and if yes, seek access to such Personal Data or other information pertaining to such Personal Data such as the purpose of processing, category of personal data and names of third parties having access to such Personal Data.
- b) You also have the right to ensure that the Personal Data shared with us is accurate and complete, depending on the purpose of processing such Personal Data.
- c) You also have the right to erasure of your Personal Data. Such erasure shall not be affected, however, if required for compliance with any legal obligation or for enforcing any legal claims.
- d) You may exercise your rights under this section in relation to your Personal Data by writing to us at info@pslegalservices.in.

8. Links to Third-Party Websites

The Website operated by P & S Legal Services may include links to other websites whose privacy practices may differ from our own. P & S Legal Services does not provide or transfer any Personal Data to these third-party websites.

If you choose to submit your Personal Data to any of these external websites, your information will be governed by the privacy statements and policies of those respective sites. We strongly encourage you to carefully review the privacy statement of any website you visit, as P & S Legal Services shall not be liable for

any loss, damage, claim or expenses suffered by you as a result of accessing or using these third-party sites and their features.

P & S Legal Services exercises no control or oversight over the privacy and data protection practices of these linked websites. By clicking on these external links, you acknowledge and agree that P & S Legal Services is not responsible for the collection, use, maintenance, sharing, or disclosure of your Personal Data by the operators of such third-party websites.

The inclusion of any link on our Website does not imply endorsement by P & S Legal Services of the linked site. We provide these links solely for the convenience and information of our users, but users access such third-party websites at their own risk and subject to the terms and conditions of use and privacy policies applicable to those sites.

9. Who is the Grievance Officer?

If you wish to report a security breach, have a problem that you are unable to resolve or otherwise require any other assistance in respect of the Website and this privacy policy, you may contact our Grievance Officer whose details are provided below:

E-mail: info@pslegalservices.in

Telephone: +91-9940479002