"SCHEDULED BANK"

दि हिमाचल प्रदेश राज्य सहकारी बैंक मर्यादित प्रधान कार्यालय : दि माल, शिमला - 171 001 हेल्लान 0177 - 2804490, 91, 92 किस 2804491, 93 हेरील info@hpscb.com



THE HIMACHAL PRADESH STATE COOPERATIVE BANK LTD.

Head Office - The Mall, Shimla — 171 001 Phone : 0177 – 2804490, 91, 92 Fax : 2804491, 93 E-Mail : info@hpscb.com

Ref. StCB/HO/ITP-44 6683 /2022-23

Dated: 20\*September 2022

### Head Office General Circular 19/2022-23

#### **Data Privacy Policy of the Bank**

For the process of implementation of e-KYC in the bank; the prerequisite requirement for onboarding e-KYC is that bank should have its Data Privacy Policy and this Policy should be published on the website of the bank.

The Board of Directors of the Bank vide resolution no 43 dated 06.08.2022 had resolved to approve the Data Privacy Policy of the Bank annexed at A.

All the incumbents of the Branches, Distt Offices, Section Heads at Head Office are advised to go through the contents of the policy meticulously and get the same noted from all the employees working under them. Violation to the usage policy by them will attract stern action and penalties including disciplinary action.

General Manager

Encls: (As above)

Copy of the circular forwarded for information and necessary action to:

- 1. General Manager Banking
- 2. All the Deputy General Manager
- 3. All the Branches, Distt Offices, Sections at Head Office and ACSTI Sangti
- 4. PS to MD/Chairman Bank

General Manager



# HIMACHAL PRADESH STATE COOPERTIVE BANK DATA PRIVACY POLICY

#### Site Visit data

Himachal Pradesh State Cooperative Bank does not automatically capture any specific personal information from you, (like name, phone number or email address), that allows us to identify you individually either through our website nor through other channels except through proper Banking channels

No information related to Aadhar and related information, The Aadhar vault is placed on outsourced basis and a Non Disclosure agreement has been signed by the bank with the service provider for ensuring complete privacy and safety of data. This data is not stored and Bank never asks for such details over telephone, email.

#### Site Visit data

The website of bank i.e. <a href="www.hpscb.com">www.hpscb.com</a> and other customer centric external applications of the bank records visit and logs the following information for statistical purposes, such as Internet protocol (IP) addresses, domain name, server's address; name of the top-level domain from which you access the Internet (for example, .gov, .com, .in, etc.), browser type, operating system, the date and time of the visit, the pages you have accessed, the documents downloaded and the previous Internet address from which you linked directly to the site. We make no attempt to link these addresses with the identity of individuals visiting our site unless an attempt to damage the site has been detected. We will not identify users or their browsing activities, except when a law enforcement agency may exercise a warrant to inspect the service provider's logs.

If the Himachal Pradesh State Cooperative Bank requests you to provide personal information, you will be informed for the particular purpose(s) for which the information is gathered and adequate security measures will be taken to protect your personal information. Himachal Pradesh State Cooperative Bank does not sell or share any personally identifiable

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information volunteered on the bank's website to any third party (public/private). Any information provided to this website will be protected from loss, misuse, unauthorized access or disclosure, alteration, or destruction.

#### Cookies

A cookie is a piece of software code that an Internet website sends to your browser when you access information in that site. This site does not use cookies.

## E-mail Management

Your e-mail address will only be recorded if you choose to send a message. It will only be used for the purpose for which you have provided it and will not be added to a mailing list. Your e-mail address will not be used for any other purpose, and will not be disclosed without your consent.

# **Collection of Personal Information**

If you are asked for any other Personal Information you will be informed how it will be used if you choose to give it. If at any time you believe the principles referred to in this privacy statement have not been followed, or have any other comments on these principles, please notify the Web Information Manager by sending email to <a href="mailto:info@hpscb.com">info@hpscb.com</a>.

Note: The use of the term "Personal Information" in this privacy statement refers to any information from which your identity is apparent or can be reasonably ascertained.

# **Reasonable Security Practices**

Reasonable security measures such as administrative, technical, operational and physical controls have been implemented to ensure the security of personal information, if collected.

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