

## PRIVACY POLICY

We at Tata Metaliks are committed to protection of privacy of individuals in business and professional activities.

While handling and/or dealing with any personal information including sensitive personal data or information, we assure that:

- ▶ We will safeguard personal data and information.
- ▶ We will keep personal data and information complete, accurate and up to date.
- ▶ We will always limit use of personal information to the extent that we reasonably require to deliver our product/services, and also to administer our business.
- ▶ We will permit only the authorized personnel to have the access to personal data and information.
- ▶ Whenever we hire other organizations to provide services, they would conform to our privacy policy and also allow us to audit for compliance.

We undertake not to divulge any personal information, except where we are required by law to respond to statutory authorities or any court or legal authority.

July 1 , 2017



**Sandeep Kumar**  
Managing Director