PRIVACY POLICY

1. INTRODUCTION

Your Privacy Matters to Us

Welcome to **AINEEDS.IN**.

We recognize the importance of protecting personal information and respecting the privacy of individuals who visit our website, purchase our publications, enquire about our services, participate in educational programmes, or engage with us professionally.

AINEEDS.IN is an India-focused AI education initiative offering AI-related books, training facilitation, interactive workshops, and customized institutional programmes.

This Privacy Policy explains how we collect, use, disclose, retain, and protect personal information in connection with our website and services.

We are committed to handling personal information responsibly, transparently, and in accordance with applicable Indian laws, including relevant provisions of the Digital Personal Data Protection Act, 2023, and associated rules as they become applicable.

By using our website, you acknowledge that you have had the opportunity to read this Privacy Policy. Where consent is legally required, we will seek it separately.

2. SCOPE OF THIS PRIVACY POLICY

This Privacy Policy applies to personal information processed through our website and associated educational activities, including:

- Website visits and general enquiries
- AI book enquiries and purchases
- Institutional and bulk book orders
- AI training enquiries and registrations
- AI workshop enquiries and registrations
- Institutional programme applications
- AI trainer and facilitator applications
- Educational partnership enquiries
- Customer support and communications
- Feedback and programme evaluations
- Newsletters and promotional communications, where offered

This policy applies to students, parents, teachers, educational institutions, professionals, trainers, organizations, and other individuals interacting with AINEEDS.IN.

Where an institution provides information about participants, additional institutional agreements and applicable legal requirements may govern the processing of that information.

3. INFORMATION WE MAY COLLECT

We collect personal information only where reasonably necessary for specified educational, operational, commercial, or legal purposes.

3.1 Personal Identification Information

Depending on your interaction with our website, we may collect:

- Full name
- Email address
- Mobile or telephone number
- Postal or delivery address
- City, state, and country
- Institution or organization name
- Job title or professional designation
- Other information voluntarily provided through our forms

3.2 Educational Information

When you enquire about training, workshops, or institutional programmes, we may collect:

- Institution name and type
- Educational level
- Course or programme interests
- Learning objectives
- Participant category
- Approximate participant numbers
- Preferred training topics
- Preferred programme dates
- Training location or delivery format
- Feedback and assessment information, where relevant

3.3 AI Trainer and Professional Information

Individuals applying to become trainers or workshop facilitators may be asked to provide:

- Professional qualifications
- Academic background
- Relevant certifications
- Professional experience
- Areas of technical expertise
- Teaching or training experience
- Professional profile or résumé
- Work portfolio
- Preferred training locations
- Availability and engagement preferences

We may request additional information reasonably necessary to verify qualifications or assess suitability for a proposed engagement.

Applicants should avoid submitting unnecessary sensitive documents or identification numbers unless specifically requested through an appropriate secure process.

3.4 Book Order Information

For publication-related enquiries and purchases, we may collect:

- Customer name
- Contact details
- Billing information
- Shipping address
- Selected book titles
- Order quantities
- Order and transaction references
- Payment confirmation or status
- Customer support correspondence

Where payments are processed through an external payment provider, payment information will be handled according to the provider's applicable privacy and security practices.

We do not intend to collect or store complete payment card details directly unless an appropriately secured payment arrangement expressly requires and permits it.

3.5 Technical and Website Usage Information

Depending on our website configuration, we or our service providers may collect:

- IP address
- Browser type
- Device type
- Operating system
- Website pages visited
- Referral source
- Date and time of access
- Technical error information
- Cookie identifiers
- General website interaction data

Such information may be used for website functionality, security, troubleshooting, and permitted analytics.

4. HOW WE COLLECT INFORMATION

We may collect information through the following methods.

Directly from You

When you complete an enquiry form, register for a programme, submit a trainer application, place an order, or contact us.

Through Institutional Representatives

When an authorized representative submits information necessary to arrange a training programme, workshop, book order, or institutional engagement.

Through Website Technologies

When technical information is collected through hosting infrastructure, security tools, cookies, or analytics technologies that are enabled on our website.

Through Professional Communications

When you communicate with us through email, telephone, messaging services, or other business communication channels.

Through Service Providers

When authorized providers share information necessary to complete transactions, manage enquiries, or deliver agreed services.

5. HOW WE USE PERSONAL INFORMATION

We may process personal information for the following purposes:

5.1 Responding to Enquiries

To review and respond to questions about AI books, training, workshops, institutional programmes, and other services.

5.2 Processing Book Orders

To confirm purchases, coordinate payments, arrange delivery, provide invoices, and handle order-related support.

5.3 Facilitating AI Training

To understand institutional requirements, identify suitable trainers, coordinate discussions, prepare proposals, and arrange agreed training engagements.

5.4 Organizing AI Workshops

To manage registrations, communicate schedules, coordinate facilitators, and support workshop delivery.

5.5 Institutional Programme Coordination

To prepare customized educational proposals, communicate with institutional representatives, and coordinate agreed services.

5.6 Trainer Applications and Verification

To review professional applications, assess relevant qualifications, communicate with applicants, and consider suitable engagement opportunities.

5.7 Improving Educational Services

To evaluate feedback, identify programme improvements, and strengthen our educational resources and service delivery.

5.8 Website Administration and Security

To maintain website functionality, investigate technical issues, prevent misuse, and protect website systems.

5.9 Marketing Communications

Where permitted by applicable law and relevant consent or other lawful authorization, to communicate information about publications, educational events, workshops, and services.

5.10 Legal and Regulatory Requirements

To maintain necessary business records, respond to lawful requests, comply with applicable obligations, and establish or defend legal claims where permitted.

We will not use personal information for unrelated purposes without an appropriate lawful basis and any additional notice or consent required by law.

6. CONSENT AND LAWFUL PROCESSING

AINEEDS.IN aims to process personal information only for purposes permitted under applicable law.

Where consent is required, we will seek consent through an appropriate affirmative action, such as a relevant form selection or other consent mechanism.

Consent requests will identify the relevant processing purpose and provide information needed to make an informed choice.

Where legally permitted, certain information may be processed for specified legitimate uses or other applicable lawful purposes.

You may withdraw consent through the contact details provided in this policy, subject to applicable legal requirements and the consequences of discontinuing the relevant service.

Withdrawal of consent does not necessarily affect processing already lawfully undertaken before withdrawal.

7. SHARING PERSONAL INFORMATION

We Respect the Confidentiality of Your Information

AINEEDS.IN does not sell personal information to data brokers.

We may share relevant personal information only where necessary for specified purposes, including the following circumstances.

AI Trainers and Workshop Facilitators

We may share relevant institutional contact information, participant requirements, programme objectives, or scheduling details with proposed or confirmed trainers where necessary for an authorized engagement.

Educational Institutions

Where appropriate and authorized, we may share relevant trainer profiles, professional qualifications, availability, or programme-related information with institutions evaluating potential engagements.

Book Delivery and Logistics Providers

Necessary delivery information may be shared with shipping or courier providers to fulfil orders.

Payment Service Providers

Relevant transaction information may be processed by authorized payment providers.

Website and Technology Providers

Hosting, email, form-processing, analytics, and security providers may process information necessary to deliver their contracted services.

Professional Advisers

Relevant information may be disclosed to authorized legal, accounting, or other professional advisers where necessary.

Legal Authorities

Information may be disclosed when required by applicable law, lawful orders, or authorized regulatory processes.

We aim to limit disclosures to information relevant to the intended purpose and apply appropriate confidentiality and security requirements.

8. PRIVACY OF CHILDREN AND STUDENTS

Protecting Young Learners Is a Priority

AINEEDS.IN develops educational resources and facilitates programmes that may involve school students and individuals under 18 years of age.

We recognize that children's personal information requires particular care.

Where required by applicable law, we will obtain appropriate verifiable parental or lawful guardian consent before processing children's personal information.

For school-organized activities, we will coordinate with the institution to establish appropriate authorization, consent, supervision, and data-handling arrangements.

We aim to collect only the information reasonably necessary to organize and deliver the relevant educational activity.

We do not intend to undertake behavioural monitoring, targeted advertising directed at children, or other prohibited processing of children's personal information.

Children should not independently submit personal information through our website where parental or guardian involvement is legally required.

Parents, guardians, and authorized institutional representatives may contact us regarding children's personal information.

9. COOKIES AND WEBSITE TRACKING

Our website may use cookies or similar technologies for permitted operational purposes.

Cookies are small files or identifiers that help websites remember certain information or support website functionality.

Depending on the website configuration, cookies may include:

Essential Cookies

Used for website operation, security, session management, or necessary functionality.

Preference Cookies

Used to remember selected website preferences.

Analytics Cookies

Used, where enabled, to understand website performance and visitor interactions.

Marketing Cookies

Used only where such technologies are implemented and the applicable legal requirements, including consent requirements, are satisfied.

You may be able to manage cookies through your browser settings or website consent controls.

Disabling certain essential technologies may affect website functionality.

Information about the specific cookies and third-party technologies in use will be made available through the website's cookie notice or related disclosures, where applicable.

10. DATA SECURITY

Protecting Personal Information Through Appropriate Safeguards

AINEEDS.IN recognizes the importance of protecting personal information against unauthorized access, disclosure, alteration, loss, or misuse.

We aim to implement security measures appropriate to the nature of the information and the risks involved.

Such measures may include:

- Secure website connections
- Access restrictions
- Appropriate authentication controls
- Restricted administrative permissions
- Secure information storage
- Appropriate service-provider safeguards
- Software maintenance and security updates
- Secure handling of institutional and trainer records
- Incident identification and response procedures

No website, electronic transmission, or storage system can guarantee absolute security.

If a personal data breach occurs, we will assess the incident and provide notifications or take other actions as required by applicable law.

11. DATA RETENTION

We aim to retain personal information only for as long as reasonably necessary for the purposes for which it was collected, subject to applicable legal obligations.

Retention requirements may vary depending on the information involved.

General Enquiries

Information may be retained for a reasonable period to respond to requests and manage related correspondence.

Book Orders

Relevant transaction records may be retained for accounting, taxation, order support, and applicable legal requirements.

Training and Workshop Records

Information may be retained for programme administration, agreed reporting, and necessary business records.

Trainer Applications

Professional profiles may be retained for relevant opportunities where there is an appropriate lawful basis.

Institutional Agreements

Relevant records may be retained for contract administration, dispute resolution, and legal compliance.

When personal information is no longer required, we will take appropriate steps to delete, anonymize, or otherwise dispose of it securely, subject to applicable retention obligations.

12. YOUR PRIVACY RIGHTS

Subject to applicable law and the relevant commencement of statutory provisions, individuals may have rights relating to their personal information.

These may include the right to:

- Request information about personal data processing.
- Request correction of inaccurate information.
- Request completion or updating of relevant information.
- Request erasure where legally applicable.
- Withdraw consent where processing depends on consent.
- Raise privacy-related grievances.
- Exercise other rights provided by applicable law, including nomination where available.

To submit a privacy-related request, contact us using the details provided below.

We may need to verify your identity or authority before processing a request.

Requests will be reviewed and handled within the timelines required by applicable law.

Certain requests may be limited where information must be retained or processed under applicable legal obligations.

13. THIRD-PARTY WEBSITES AND SERVICES

Our website may contain links to external websites, educational platforms, payment providers, professional certification organizations, or other third-party services.

These websites operate independently and may maintain their own privacy policies.

AINEEDS.IN is not responsible for the privacy practices of third-party websites that it does not control.

We encourage visitors to review the privacy policies of external services before providing personal information.

14. INTERNATIONAL DATA PROCESSING

Some website infrastructure, technology services, or authorized service providers may process or store information outside India.

Where international processing or transfers occur, we will seek to comply with applicable Indian legal requirements and relevant restrictions.

We will consider appropriate contractual, technical, and organizational safeguards according to the circumstances.

15. EDUCATIONAL COMMUNICATIONS AND MARKETING

Visitors may receive communications related to their enquiries, book orders, workshop registrations, training arrangements, or institutional engagements.

Where permitted, we may also send information about:

- New AI publications
- Educational workshops
- AI training programmes
- Institutional learning opportunities
- Educational events
- Relevant AINEEDS.IN announcements

Promotional communications will be sent in accordance with applicable consent and communication requirements.

Recipients may request to stop receiving optional promotional messages through the available unsubscribe method or by contacting us.

Opting out of promotional messages will not necessarily prevent essential service-related communications.

16. PHOTOGRAPHS, VIDEOS, AND WORKSHOP RECORDINGS

AINEEDS.IN may organize or facilitate educational events involving photographs, videos, or recorded sessions.

Where such recording or use is proposed, participants or relevant institutional representatives will be informed as appropriate.

We will obtain any consent or authorization required by applicable law before using identifiable photographs, videos, or recordings for promotional or other purposes.

Additional safeguards and parental or guardian permissions will be considered where children are involved.

Participation in an educational programme does not automatically authorize the promotional publication of an individual's image or personal information.

17. USE OF ARTIFICIAL INTELLIGENCE TOOLS

As an AI education initiative, AINEEDS.IN may use appropriate AI-assisted tools for educational content development, administrative support, or programme preparation.

Where personal information is processed using an external AI service, we will assess whether the processing is necessary, authorized, and consistent with applicable privacy requirements.

We aim to avoid unnecessarily submitting identifiable student information, confidential institutional records, or sensitive personal details to external AI systems.

Where relevant, additional information about particular AI tools and their data-processing arrangements may be provided.

We do not intend to use personal information submitted through general website forms to train our own AI models without an appropriate lawful basis and required notice or consent.

18. INSTITUTIONAL DATA CONFIDENTIALITY

Educational institutions and organizations may provide information concerning their programme requirements, participant groups, trainers, schedules, or operational needs.

AINEEDS.IN recognizes that some institutional information may be confidential.

We aim to use such information only for the agreed engagement and related authorized purposes.

Where necessary, additional confidentiality provisions, data-processing arrangements, or institutional agreements may apply.

Institutional representatives should share only information they are authorized to provide.

19. CHANGES TO THIS PRIVACY POLICY

AINEEDS.IN may update this Privacy Policy to reflect changes in our website, services, operational practices, or applicable legal requirements.

When changes are made, the revised policy will be published on this page with an updated revision date.

Where required by law, we will provide additional notice or obtain consent for material changes in processing purposes.

We encourage visitors to review this page periodically.

20. CONTACT US — PRIVACY & DATA PROTECTION

Questions About Your Personal Information?

If you have questions about this Privacy Policy, wish to exercise an applicable privacy right, or want to report a privacy concern, please contact:

AINEEDS.IN

Website: https://aineeds.in

Privacy Contact / Grievance Contact: Guvvala Joseph Anthony

Email: office@aineeds.in

Telephone: +91 9963390101

Registered or Business Address: 1003/B, N.G.O's Colony, Near to N.G.O's Bus stop, Hyderabad, Telangana – 500070 INDIA.

Country: India

Please include sufficient information to help us understand and respond to your request. Avoid sending passwords or unnecessary sensitive personal information.

Where applicable, unresolved grievances may be escalated through the procedures made available under relevant law.

21. OUR PRIVACY COMMITMENT

Your Trust Is Important to Our Educational Mission

At AINEEDS.IN, we believe responsible handling of personal information is an important part of building trust with learners, educators, trainers, institutions, and organizations.

We aim to maintain transparency about how personal information is collected, used, shared, retained, and protected.

As our educational services and institutional network develop, we will continue reviewing our privacy practices to support responsible information handling.

Your Information Deserves Respect. Your Privacy Deserves Protection. Your Trust Matters.

AINEEDS.IN

Empowering India's Future Through AI Literacy.

AI BOOKS | AI TRAINING | AI WORKSHOPS | INSTITUTIONAL PROGRAMMES