

# Website Policies

## Copyright Policy

Material featured on this Portal may be reproduced free of charge after taking proper permission by sending a mail to us. However, the material has to be reproduced accurately and not to be used in a derogatory manner or in a misleading context. Wherever the material is being published or issued to others, the source must be prominently acknowledged. However, the permission to reproduce this material shall not extend to any material which is identified as being copyright of a third party. Authorisation to reproduce such material must be obtained from the departments/copyright holders concerned.

## Privacy Policy

Thanks for visiting website of **Ness Wadia College of Commerce,Pune**, and reviewing our privacy policy.

We collect no personal information, like names or addresses, when you visit our website. If you choose to provide that information to us, it is only used to fulfil your request for information.

We do collect some technical information when you visit to make your visit seamless. The section below explains how we handle and collect technical information when you visit our website.

Information collected and stored automatically:

When you browse, read pages, or download information on this website, we automatically gather and store certain technical information about your visit. This information never identifies who you are. The information we collect and store about your visit is listed below:

1. The Internet domain of your service provider (e.g. mtnl.net.in) and IP address (an IP address is a number that is automatically assigned to your computer whenever you are surfing the web) from which you access our website.
2. The type of browser (such as Firefox, Netscape, or Internet Explorer) and operating system (Windows, Linux) used to access our site.
3. The date and time you access/accessed our site.
4. The pages/URLs you have visited, and
5. If you reached this website from another website, the address of that referring website.

This information is only used to help us make the site more useful for you. With this data, we learn about the number of visitors to our site and the types of technology our visitors use. We never track or record information about individuals and their visits.

Cookies:

When you visit some websites, they may download small pieces of software on your computer/browsing device known as cookies. Some cookies collect personal information to recognise your computer in the future. We only use non-persistent cookies or “per-session cookies”.

Per-session cookies serve technical purposes, like providing seamless navigation through this website. These cookies do not collect personal information on users and they are deleted as soon as you leave our website. The cookies do not permanently record data and they are not stored on your computer’s hard drive. The cookies are stored in memory and are only available during an active browser session. Again, once you close your browser, the cookie disappears.

If you send us personal information:

We do not collect personal information for any purpose other than to respond to you (for example, to respond to your questions or provide subscriptions you have chosen). If you choose to provide us with personal information, like filling out a Contact Us form, with an e-mail address or postal address, we use that information to respond to your message, and to help you get the information you have requested. We only share the information you give us with another Government agency if your question relates to that agency, or as otherwise required by law.

Our website never collects information or creates individual profiles for commercial marketing. While you must provide an email address for a localised response to any incoming questions or comments to us, we recommend that you do NOT include any other personal information.

#### Site Security:

1. For site security purposes and to ensure that this service remains available to all users, this Government computer system employs commercial software programs to monitor network traffic to identify unauthorised attempts to upload or change information, or otherwise cause damage.
2. Except for authorised law enforcement investigations, no other attempts are made to identify individual users or their usage habits. Raw data logs are used for no other purposes and are scheduled for regular deletion.
3. Unauthorised attempts to upload information or change information on this service are strictly prohibited and may be punishable under the Indian IT Act (2000).

Thanks for visiting website of (Name of Department), and reviewing our privacy policy.

#### Hyper Link Policy

We do not object to you linking directly to the information that is hosted on our site and no prior permission is required for the same. However, we would like you to inform us about any links provided to our site so that you can be informed of any changes or updations therein. Also, we do not permit our pages to be loaded into frames on your site. <http://nwcc.mespune.org> pages must load into a newly opened browser window of the user.

#### Content Archival Policy

The latest news and spotlight items will be archived automatically after entering end date from the date of their publishing.

All news/ tenders/ notices /announcements /press releases are archived after the given expiry date. The expiry date is entered by the web manager while entering the details with due approval from the respective department.

#### Security Policy -

Any item from Archives will be taken off only after the approval of web information manager or concern authority (written communication through email). Such items, though not visible in archive, remain in the CMS database and can be accessed from Database if required.

Principal has a responsibility to protect from disclosure to unauthorized parties the personally identifiable information (name, address, date of birth, social security number, etc.) of its website users. Therefore, the **Ness Wadia College of Commerce, Pune** has adopted and implemented a website security policy to protect the account information of its website users.

#### Notice and Disclosures:

**Ness Wadia College of Commerce,Pune** will not sell, trade, nor disclose the personally identifiable information of its website users to any unauthorized third parties.

**Data Quality and Access:**

Principal takes all steps possible to ensure that the data on the website is accurate. If something is found to be inaccurate Principal will make every effort to correct said information as quickly as possible. If it is found to be an inaccuracy with the entire system Principal will work swiftly to correct the problem so that your web experience is as trouble-free as possible.