Privacy Policy for Dunkeswell Indian Kitchen

Introduction

We at **Dunkeswell Indian Kitchen** respect your right to privacy and are committed to protecting it. This Privacy Notice explains the types of personal information you may provide to us, or that we may collect when you communicate with us. It also outlines how we use, store, and safeguard your information. By interacting with us, you consent to the collection and use of your data as described in this policy. If you have any concerns or questions regarding your privacy, please feel free to contact us. Your trust is important to us, and we are dedicated to ensuring your information is handled responsibly and securely.

The restaurant is registered in England, with its registered office at Unit 4, Culme Way, EX14 4JP ("we" or "us"), is the data controller of your personal information.

What this Privacy Notice covers

Whenever you communicate with us, including when you:

- visit our website located at Dunkeswell Indian Kitchen Restaurant
- use one of our social media sites.

(Whether you do this directly or through one of our partners or sub-partners), we collect, store, and use your personal data in various ways. Because at Dunkeswell Indian Kitchen, we know that your personal data is important to you, we want to be completely transparent with you, so you know exactly what we are doing with it. So, this Privacy Notice explains:

- what information we collect and how do we obtain it
- how we protect your information
- purpose and legal basis for the information we collect and use.
- sharing and disclosure of Personal Information
- <u>cookies</u>
- <u>collection of information by third party sites</u>
- your rights regarding your Personal Information
- retention of Personal Information
- <u>revisions to this Privacy Notice</u>
- how to contact us

What information is collected and how do we obtain it?

Personal Information

In the normal course of our business, we will collect personal information relating to you, such as your name, phone number and e-mail address ("Personal Information") whenever you communicate with us or one of our partners, (including by email, phone, SMS, via the website, our social media or otherwise), for example, in the following situations:

- when you browse our website or connect on Facebook or Instagram to interact and receive news about us.
- when you email/write to us.
- we operate CCTV on our premises please consult for more details.
- if you submit a job application and/or CV, or otherwise seek employment with us, we will
 collect your Personal Information (including employment history and qualifications, photo
 id, national insurance or work share code, and reference contact details and, where
 required, criminal records checks). You may also choose to give us certain details about a
 medical condition or disability, religious belief, or other sensitive data relevant to your
 application for employment. We also collect ethnicity data (on a voluntary basis) to monitor
 our adherence to equal opportunities and anti-discrimination laws.

Some of the personal information that you provide may include sensitive personal information, such as health-related information when you make a complaint or suffer an incident in one of our restaurants (see above). We need this information to investigate the complaint or incident and (if necessary) report it to health or other authorities, law enforcement agencies, our insurers and any suppliers who may be involved). We may also collect information about the names of others in your party, and any other information needed for the purposes of the investigation.

Information is also collected automatically using cookies and other similar tracking technologies. Whenever you interact with our website (including when you browse the website or download information from it) we collect and store certain types of information about your visit using cookies. We describe how we use cookies and how you can disable them below. The information we collect using cookies includes information which identifies the computer you use to access the website, the date and time of the visit and the pages visited.

How do we protect your information?

We apply appropriate technical and organisational security measures to prevent and monitor unauthorised access to Personal Information we hold about you. All Personal Information about our guests is stored within a secure environment.

We never sell your data to a third party. Our practice is that no data is ever provided to third parties except in the circumstances described below under Sharing and Disclosure of Personal Information.

Please note that email correspondence with us is in free format text and cannot be encrypted. Accordingly, please do not send any sensitive information such as credit card details or passwords via email. Please also note that perfect security does not exist on the Internet. You'll know that you're in a secure area of our website when a "padlock" icon appears on your screen and the "http" portion of our URL address changes to "https." The "s" stands for "secure."

Purpose and legal basis for the information we collect and use.

We know how important your Personal Information is so we will only ever collect and use your Personal Information for a lawful reason relating to our business. Generally, this means that we will use your Personal Information:

- to carry out a contract with you or because you have asked us to take specific steps to book a private event at the restaurant or a table, or to cater an event away from the restaurant.
- because we must comply with the law and applicable regulations, for example reporting any health, safety, or security incidents to the relevant authorities.

- for legitimate legal purposes.
- where you give us your consent to process your personal data such as providing you with special offers, discounts, news and information about us which may be of interest to you (we think you'll love receiving these but, if not, you can opt out at any time);
- where required by external parties we deal with such as our insurers, suppliers or where necessary for the establishment, exercise, or defence of any legal claims.

Sharing and disclosure of Personal Information

We want you to be clear on what we do with your Personal Information. We will keep your Personal Information secure and never sell your Personal Information to anyone. We do use sub-contractors to carry out certain functions on our behalf and, occasionally, must disclose your Personal Information (for example, to provide specific services to you or dealing with insurers or public authorities like the police). This is described more fully below:

Sub-contractors, suppliers and agents: from time to time, we employ other companies to perform functions on our behalf including analysing data, providing elements of our IT or back-up systems, providing marketing assistance, processing payments, improving our services and providing customer service. They may have access to Personal Information needed to perform their functions but are not permitted to use it for other purposes and cannot modify, disclose, or erase your data without our instructions.

Legal reasons: we may disclose information about you (i) if we are required to do so by law or regulation (e.g. food safety), (ii) in response to a request from law enforcement authorities or other government officials, or (iii) when we believe disclosure is necessary or appropriate to prevent physical harm, to enforce or protect any of our rights, property or safety (or those of our customers), and/ prevent any financial loss in connection with an investigation of suspected or actual illegal activity.

Fraud / Credit Risk: where necessary to prevent fraud or reduce credit risk, we may exchange your Personal Information with other companies and organisations.

Business transfers: in any corporate transactions (e.g., buying or selling of businesses, stores or business units) Personal Information is generally one of the transferred assets. We reserve the right to transfer any information we have about you in the event we sell or transfer all or a portion of our business or assets, however that would always be under conditions of strict confidentiality and limited to the specific purpose.

Sending data outside of Europe:

we generally do not transfer your personal information to countries outside the UK and the European Union. However, some of our appointed carriers, sub-contractors, suppliers and agents may transfer, use or store data in other countries. Where this is the case, they are obliged to ensure that there is equivalent protection for your personal information as would be the case within the UK and the European Union. We have taken appropriate safeguards to require that your personal information will remain protected in accordance with this Privacy Policy. In absence of an adequacy decision, these safeguards may include:

• implementing the European Commission's Standard Contractual Clauses for transfers of personal information by a data controller established in the United Kingdom to a processor established in a third country which does not offer adequate level of protection; or

• engaging with third parties who participate in the EU-US Data Privacy Framework ("EU-US DPF") and the UK Extension to the EU-US Data Privacy Framework.

Analytics and profiling: In order to offer you a more personalized experience in your interactions with us, information collected through one source may be combined with information we obtain through other sources. This may include information that allows us to identify you across multiple devices through which you access our websites. We may also supplement the information we collect with information obtained from other parties, including our business partners and other third parties to create customised profiles about you. Examples of how we may use this information include using your data to help us to improve your experience using our website, to present you with options tailored to your preferences and for targeted advertising purposes.

For more information about use of cookies and other similar tracking technologies, including how to opt out of them, please see "Cookies" below.

Cookies

Cookies are little files that our website puts on your device to make visits quicker, easier, and more relevant. Some cookies are essential for our website to work, and others remember things about you to give you a better, more enjoyable online experience.

We may use web analytics programmes to log and analyse the information collected by cookies. This information, together with similar information from other users, helps us to:

- Compile anonymous statistics around how our site is used to help improve our service (including for example information on the type of web browser that you are using, the operating system that your computer uses, and (where applicable) the link that you followed to get to our site);
- Speed up your searches.
- and recognise you when you return to our site.

You can accept or decline cookies by modifying the setting in your browser. The "help" portion of the toolbar on most Internet browsers will tell you how to change your browser cookie settings, including how to have the browser notify you when you receive a new cookie, and how to disable cookies altogether.

Please note that if you disable cookies, you may not be able to use all the features of our website.

For more information about cookies, please visit www.allaboutcookies.org or refer to the documentation provided with your web browser software.

Collection of information by third party sites

Our website may contain links to other websites whose privacy practices may be different to ours. You should check the privacy notices of those third-party sites as we have no control over information that is submitted to or collected by those third-party sites. We are not responsible for the content of these sites, any products or services that may be offered through these sites, or any other use of these sites.

Your rights regarding your Personal Information

You have certain rights regarding your Personal Information. We summarise these below:

Right to access: You have the right to access your personal data at any point and may make a request to do so either verbally or in writing. We will process your request without undue delay and, at the latest, within 1 month, unless your request is complex or numerous in which case, we may take up to 3 months, but we will inform you within 1 month if this is the case. Please note that there are certain limited exceptions to your right to access personal data such as if it would involve disclosing the personal information of another person who has not consent to such disclosure

Right to rectification of personal data: You have the right to request us to rectify any inaccurate or incomplete personal data we may have on you. If you make this request, we will update your personal data with the correct information provided by you.

Right to erasure of personal data: You have the right to request us to delete your personal data under certain circumstances. Please note that there are exceptions such as where we need to retain personal information for legal reasons (e.g. where necessary for the establishment, exercise or defence of any legal claims) or where we have another legitimate business reason for retaining personal information.

Right to restrict or object to processing: if you want to stop receiving special offers, discounts, news and information from us, either:

• simply click on "unconnected or unfriend" on our profile and our marketing and promotions post will not reach you.

Right to be informed: You have the right to be informed about how we collect, use and retain your data, which is why we have set out this information within this policy. If you would like further information regarding your data, you may contact us at any time.

Right to data portability: You have the right to data portability, meaning you may request to receive your personal data (under certain circumstances) in a standard use, machine readable format.

You also have the right to lodge a complaint with the data protection authority. The relevant authority for the UK is the Information Commissioner's Office (ICO). If you wish to file a complaint with the ICO, you may find the following information helpful: https://ico.org.uk/make-a-complaint/

To make a request concerning your Personal Information, as described above, please write to: <u>Maharajha Ltd</u> - Unit 4, Culme Way, Dunkeswell, Honiton, EX14 4JP.

Retention of Personal Information

We will keep your data for as long as necessary to carry out the purpose for which we collected it. Please see Your rights regarding your Personal Information above.

Revisions to this Privacy Notice

We may update or revise all or any part of this Privacy Notice from time to time. A copy of the current Privacy Notice will be posted on our website, and we encourage you to check it from time to time, so you are aware of any changes or updates to the notice. When we update our Privacy Notice,

we will take appropriate measures to inform you, consistent with the significance of the changes we make.

This privacy policy was last updated in June 2025.

How to contact us

Should you have any questions about this Privacy Notice or how we use your Personal Information, please write to us at:

<u>Maharajha Ltd</u>

Unit 4, Culme Way, Dunkeswell, Honiton, EX14 4JP.