

GARO HILLS AUTONOMOUS DISTRICT COUNCIL (GHADC)

PRIVACY POLICY

1. Introduction

The Garo Hills Autonomous District Council (GHADC) is committed to protecting the privacy of users visiting its official website and online payment portal. This Privacy Policy explains how information is collected, used, stored, and protected.

By accessing or using this website, users agree to the terms of this Privacy Policy.

2. Information Collected

The portal may collect the following information:

A. Information Provided by Users

- Name
- Address
- Mobile Number
- Email Address
- Application Number
- Licence Number
- Taxpayer Identification Details
- Payment-related information required for transaction processing

B. Automatically Collected Information

The website may automatically collect:

- IP Address
- Browser Type
- Operating System
- Date and Time of Access
- Pages Visited
- Referring Website Information

Such information is collected for system administration, security monitoring, and website performance analysis.

3. Purpose of Collection

Information collected through the portal shall be used for:

- Processing online payments
- Verification and authentication
- Service delivery
- Grievance redressal
- Audit and accounting purposes
- Compliance with legal and regulatory requirements
- Improving website functionality and security

4. Cookies

The website may use cookies to enhance user experience and improve service delivery.

Users may configure their browser settings to refuse cookies; however, certain website functions may not operate properly as a result.

5. Disclosure of Information

Personal information shall not be sold, traded, or disclosed to third parties except:

- Where required by law;
- Pursuant to court orders;
- To authorized government agencies;
- To banks, payment gateways, and service providers for transaction processing;
- For audit, security, fraud detection, and prevention purposes.

6. Data Security

Reasonable security measures are implemented to protect information against unauthorized access, alteration, disclosure, or destruction.

However, no method of electronic transmission or storage can guarantee absolute security.

7. Data Retention

Transaction records and related information shall be retained for the period prescribed under applicable laws, financial regulations, record retention schedules, and audit requirements.

8. External Links

The website may contain links to external websites. GHADC is not responsible for the privacy practices or content of such external websites.

Users are advised to review the privacy policies of external sites before providing personal information.

9. User Rights

Users may request correction of inaccurate information submitted through the portal, subject to applicable procedures and verification requirements.

10. Changes to the Privacy Policy

GHADC reserves the right to modify this Privacy Policy at any time.

Updated versions shall be published on the official website and shall become effective immediately upon publication.

11. Contact Information

For privacy-related concerns, users may contact:

Nodal Officer
Garo Hills Autonomous District Council (GHADC)
Tura, Hawakhana, West Garo Hills
Meghalaya – 794001

Email: ghadc1952@gmail.com

Phone: 03651-291063