



Privacy Policy for Customers

Ver. 1.0 | DPMC, Aug 17, 2024

BHUTAN INSURANCE LIMITED

Disclaimer: A recipient may not solicit, directly or indirectly (whether through an agent or otherwise) the participation of another institution or person without prior approval. Any form of reproduction, dissemination, copying, disclosure, modification, distribution and or publication of this material is strictly prohibited.



Table of Contents

Document Control.....	3
We collect information... ..	4
How we collect your data.....	4
We use your data for following purposes.....	4
We also use your data... ..	4
As long as we store your data.....	4
Version History	6

BHUTAN INSURANCE LIMITED



Document Control

Current version	Ver. 1.0
Prepared by / date	Consultant, Aug 07, 2024
Reviewed by / date	Data Protection Officer, Aug 12, 2024
Approved by / date	DPMC, Aug 17, 2024
Document Status	Active

BHUTAN INSURANCE LIMITED



We collect information...

- The website from which you are visiting us, the domain name or IP address, the client's file request
- Cookies are used. Configure browser to prevent cookie saving or deletion after internet session ends

How we collect your data...

- Cookies automatically gather website and newsletter data when necessary. Otherwise, we gather information through website forms, providing links to data protection notices if necessary.

We use your data for following purposes...

- For the technical administration and the provision of the website
- For sending and improving monthly newsletter
- In the case of special data entry forms, the exact purpose is described in the respective data protection notice
- For forwarding to the operators of whose plugins we may use for e.g, *social media connector, etc.*
- For forwarding to the operators of our web services that we make available on our website

We also use your data...

- Only to the extent provided for by law
- To provide information to public authorities

As long as we store your data...

The duration of data storage is mostly determined by the completion of the purpose. This implies that we only keep your data for as long as we need it to complete the task for which it was gathered. However, in other circumstances, there are legal retention periods that specify a different storage time. In these circumstances, we keep the data for as long as the law requires.



... - You have these rights - ...

- The right to know (you can also ask for all information at any time)
- The right to data deletion (unless time limits prevent this)
- Right to obscurity (if data has been transmitted, we must inform the recipient about the request for deletion)
- The right to data portability (if you wish, we must transfer the data to a third party in machine-readable format)
- The right to change the data category
- Right to object to processing activities
- If the data is wrong, you have the right to have it corrected.
- Right to file an appeal with the supervisory authority

BHUTAN INSURANCE LIMITED



Version History

Ver. No.	Year	Particulars of Changes	Prepared By / date	Reviewed By / date	Approved By / date
1.0	2022	Initial Privacy Policy for customers template defined.	Consultant Nov 07, 2022	Data Protection Officer Nov 16, 2022	DPMC Nov 17, 2022
1.0	2023	Annual review conducted and Nil changes made	Consultant Aug 07, 2023	DPO Aug 16, 2023	DPMC Aug 17, 2023
1.0	2024	Annual review conducted and Nil changes made	Consultant Aug 07, 2024	DPO Aug 16, 2024	DPMC Aug 17, 2024