

## ACCEPTABLE USE POLICY

Last Updated 29 February 2025

This Acceptable Use Policy (“Policy”) is part of our [Terms of Use \(“Legal Terms”\)](#) and should therefore be read alongside our main Legal Terms: [www.indianmuneem.com](http://www.indianmuneem.com). If you do not agree with these Legal Terms, please refrain from using our Services. Your continued use of Services, implies acceptance of these Legal Terms.

Please carefully review the Policy which applies to any and all:

(a) uses of our Services (as defined in “**Legal Terms**”).

(b) forms, materials, consent tools, comments, posts, and all other content available on the Services (“**Content**”).

## WHO WE ARE

We are **Indian Muneem** (“**Company**”, “**We**”, “**Us**”, “**Our**”) a company registered in Chandigarh at Plot No. 14, Rajiv Gandhi Chandigarh Technology Park, Chandigarh, India. We operate, [www.indianmuneem.com](http://www.indianmuneem.com), as well as any other related products and services that refer or link to this Policy (collectively, “**the Services**”).

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## **I. INTRODUCTION AND INTERPRETATION:**

### **A. Purpose:**

#### **1. Overview:**

The purpose of this Acceptable Use Policy (“**Policy**”) is to establish guidelines and standards for the acceptable and responsible use of [www.indianmuneem.com](http://www.indianmuneem.com) (hereafter referred to as "the Website"). By accessing or using the Website, all users are expected to comply with the terms outlined in this Policy. The primary objective is to create a safe, respectful, and lawful online environment for users and to protect the integrity, security, and reputation of the Website.

The intention of publishing an acceptable use policy is not to impose any restrictions that are contrary to the culture of openness, trust, and transparency. Indian Muneem is committed to protecting our partners and the Company from illegal or damaging actions by individuals, either wittingly or unwittingly.

Effective security requires a collective effort involving the participation and support of everyone who deals with information on the website and/or the website. It is the responsibility of every user to know these guidelines, and to conduct their activities accordingly.

#### **2. Scope:**

This Policy applies to all individuals, entities, and users who access or interact with the Website. It encompasses the use of any features, services, or content provided by the Website. It is the responsibility of each user to familiarize themselves with the contents of this Policy and adhere to its guidelines. This acceptable use policy applies to all uses of the Indian Muneem resources. This includes the resources under the Management or Control of Indian Muneem. A “user” is defined as any individual who uses or attempts to use, or connect to the Website.

The scope of this policy is to outline the acceptable use of the website. This policy applies to the use of the website, and information on the website. Anyone who is accessing the website or the information on the website is responsible for exercising good judgment regarding the appropriate use of the website and the information contained on the website in accordance with Indian Muneem’s policies and standards, and local laws and regulations.

#### **3. Commitment to Responsible Use:**

The Website encourages responsible and ethical conduct among its users. The guidelines set forth in this Policy are designed to foster a positive online community and ensure that the Website remains a valuable and secure platform for all users. Users are expected to exercise good judgment, respect the rights of others, and contribute to a positive user experience.

#### **4. Legal Compliance:**

This Policy emphasizes the importance of compliance with local, national, and international laws and regulations. Users are required to conduct themselves in a manner consistent with applicable legal standards. Failure to comply with these standards may result in disciplinary action, including but not limited to account suspension or termination.

#### **5. Review and Revision:**

The Website reserves the right to review and revise this Policy periodically to reflect changes in technology, legal requirements, and the nature of online interactions. Users will be notified of any updates, and continued use of the Website after such notification constitutes acceptance of the revised Policy.

#### **6. Acceptance of Terms:**

By accessing or using the Website, users explicitly acknowledge and agree to comply with the terms outlined in this Policy. Failure to abide by these terms may result in enforcement actions, as described in Section VII of this Policy.

## **B. Introduction and Applicability of Acceptable Use Policy:**

Indian Muneem and its subsidiaries, parent companies, and affiliates (collectively referred to as "Company") have adopted this Acceptable Use Policy ("AUP") to govern the use of their website by the Customers and by users that have gained access to the Services through the Website.

By acknowledging the Website and Services, you acknowledge that you and your users are responsible for compliance with this Policy and agree to be bound by this Policy. Users are responsible for violation of this Policy if access the Services through the Website which includes without limitation, Users who are accessing the Website.

Indian Muneem does not intend to control or monitor any User's experience or the intent of their online activity, however, Indian Muneem reserves the right to disconnect or otherwise terminate your access to the Website for any usage that violates or may violate the Policy or that otherwise appears unlawful. This policy applies to all aspects of the Company's Services across its network, including equipment, system, facilities, services, and products incorporated or used in such transmission network. The policy is designed to protect the Indian Muneem Website, the Services, Customers, and Users from improper or illegal activity across the internet, and to improve the Website, the Services, and the Service Offerings.

## **C. Statement of Purpose:**

This Acceptable Use Policy serves as a foundational document outlining the principles, guidelines, and standards that govern the use of our Services. By accessing or using the Website, users acknowledge their commitment to comply with the terms set forth in this Policy. The Website is dedicated to fostering a positive, secure, and respectful online environment for all users.

As technology and online interactions evolve, this Policy may be periodically reviewed and updated to reflect changes in legal requirements, technological advancements, and the nature of online activities. Users are encouraged to stay informed about any modifications by regularly reviewing this Policy. The Website will make reasonable efforts to notify users of updates through appropriate communication channels.

In case of any questions, concerns, or the need for clarification, users are invited to reach out to the Website's support team through the designated communication channels. The support team is committed to providing assistance, addressing user inquiries, and ensuring a transparent and fair process.

## **D. Definitions:**

**1. Acceptable Use Policy (AUP):** A set of rules and guidelines established by a service provider or organization to define the acceptable and responsible use of its services. The AUP outlines the expected behavior of users and the consequences for violations.

**2. Account Deactivation:** The option for users to deactivate their accounts, resulting in the cessation of data processing related to their accounts.

**3. Account Suspension:** Temporary restriction of a user's account privileges due to violations of the acceptable use policy.

**4. Accessibility:** The degree to which a website or service is accessible to users, including those with disabilities. It may involve features, accommodations, and support for diverse user needs.

**5. Acceptance of Terms:** The acknowledgment by users that they agree to comply with the terms outlined in the Acceptable Use Policy when accessing or using the services.

**6. Age Restrictions:** Limitations on the age of users, with specific guidelines for minimum age requirements and age-specific content restrictions.

**7. Age Verification:** The process of confirming a user's age to ensure compliance with age-related restrictions and regulations, particularly in the context of online services.

- 8. Appeals Process:** A formal procedure that allows users to contest enforcement actions taken against them if they believe the actions are unwarranted. It provides a mechanism for users to present their case and seek a review of the decision.
- 9. Changes and Updates:** Procedures and guidelines regarding the modification and updating of the Acceptable Use Policy. Users are notified of changes, and their continued use implies acceptance of the revised terms.
- 10. Children's Privacy:** Policies and practices related to the collection and protection of personal information from users who are minors, often with specific age-related restrictions.
- 11. Commitment to Responsible Use:** The expectation of users to engage in responsible and ethical conduct while using the services.
- 12. Company:** The entity providing the services, also referred to as "We," "Us," or "Our" in the document. It is the registered organization responsible for the operation of the website and related products and services.
- 13. Communication Channels:** The means through which users can contact the Website, including support teams, reporting mechanisms, and designated communication channels.
- 14. Compliance with Laws:** Users' obligation to adhere to local, national, and international laws and regulations while using the website or online services.
- 15. Consequences of Non-Compliance:** Penalties or actions taken against users for violations of the acceptable use policy, including warnings, account suspension, or termination.
- 16. Consent to Monitoring:** Users acknowledge that the website reserves the right to monitor their activities and content to ensure compliance with the Acceptable Use Policy. This includes the review of user-generated content, communications, and account usage.
- 17. Compliance with Policy:** The act of adhering to and following the terms, conditions, and guidelines outlined in the Acceptable Use Policy of the website.
- 18. Consequences of Breaching Policy:** Outlines the penalties or actions that may be taken if a user violates the terms of the Acceptable Use Policy.
- 19. Content Guidelines:** Rules and standards related to the creation, sharing, and moderation of content.
- 20. Content Moderation:** The process of reviewing and managing user-generated content to ensure it complies with the guidelines and policies set by the website. It involves decisions about whether to allow, modify, or remove content.
- 21. Contact Information:** Information related to how users can communicate with the support team, report violations, and seek assistance. It includes communication channels, response times, and language preferences.
- 22. Data Collection and Consent:** Refers to the gathering of user information and the user's agreement or permission for this data collection, as outlined in the Policy.
- 23. Data Collection and Usage:** The process of gathering and utilizing user data, subject to the terms outlined in the Privacy Policy.
- 24. Data Security:** Measures and practices implemented to protect the confidentiality, integrity, and availability of user data. This includes encryption, access controls, and other security protocols.
- 25. Distribution:** The act of sharing, disseminating, or making content, materials, or information available to others within the website's platform or through any related services.
- 26. Enforcement:** The process of enforcing the Acceptable Use Policy, including consequences for violations, the appeal process, and, in extreme cases, legal action.
- 27. Enforcement Actions:** Actions taken by the website or service provider in response to violations of the acceptable use policy. This can include warnings, account suspension, account termination, and legal action, as outlined in Section VII.

- 28. Feedback on Accessibility:** Users providing feedback on the accessibility of the Website to help improve features and ensure an inclusive user experience.
- 29. Governing Law:** The legal jurisdiction and set of laws that govern the acceptable use policy.
- 30. Harassment:** Unwanted and offensive behavior, including bullying, intimidation, or the creation and distribution of offensive content, which creates a hostile environment for others within the online community associated with the website.
- 31. Illegal or Inappropriate Content:** Any material, information, or data that is in violation of local, national, or international laws and regulations or any material, information, or data that is considered unsuitable, offensive, or inconsistent with the community standards and guidelines established by the Website.
- 32. Indemnification:** The act of compensating or making restitution to another party for losses incurred. In this context, users agree to indemnify the website for any claims arising from their violation of the policy or applicable laws.
- 33. Indian Muneem:** A specific reference to the company or service provider, potentially indicating a company name or brand.
- 34. Intellectual Property:** Refers to creations of the mind, such as inventions, literary and artistic works, designs, symbols, names, and images used in commerce. It includes copyrights, trademarks, and patents.
- 35. Introduction and Applicability of Acceptable Use Policy:** The details about the application and enforcement of the Acceptable Use Policy by the Company.
- 36. Legal Capacity:** The legal eligibility and authorization of users to enter into an agreement, specifically the Acceptable Use Policy.
- 37. Legal Compliance:** Adherence to local, national, and international laws and regulations.
- 38. Legal Disclaimer:** A statement limiting the website's liability, disclaiming warranties, and outlining user responsibility. It may also include information on governing laws and dispute resolution.
- 39. Legal Terms:** The overarching legal framework that includes various legal agreements and policies governing the use of services. It encompasses terms and conditions, privacy policies, and the acceptable use policy.
- 40. Limitation of Liability:** A disclaimer stating that the website is not liable for certain types of damages, emphasizing that users use the services at their own risk.
- 41. Malware:** "Malware," short for malicious software, refers to any software intentionally designed with harmful intent to damage, disrupt, or gain unauthorized access to computer systems, networks, or user devices. In the context of the Acceptable Use Policy for [www.indianmuneem.com](http://www.indianmuneem.com) activities related to the distribution, creation, or facilitation of malware are strictly forbidden.
- 42. Opt-Out Provision:** An option for users to decline specific changes to the policy and terminate their account without penalty.
- 43. Parent Companies and Affiliates:** Companies related to the primary company, which may include subsidiaries, parent companies, and affiliated entities.
- 44. Parent Companies, Subsidiaries, and Affiliates:** Companies related to the main company, either as parent organizations, subsidiaries, or affiliated entities.
- 45. Parental Consent:** Permission or approval from a parent or guardian for users who are below a certain age to access or use the services. It ensures compliance with age restrictions and legal requirements related to children's online activities.
- 46. Policy:** A set of rules, guidelines, and principles that users must adhere to when using the services. In this context, it specifically refers to the Acceptable Use Policy (AUP).
- 47. Privacy and Data Security:** Policies and practices regarding the collection, usage, and protection of user data.

- 48. Privacy Policy:** A document outlining how personal information is collected, used, and protected by the website. It describes the privacy practices and policies of the service provider.
- 49. Prohibited Activities:** Specific actions or behaviors that are strictly forbidden, such as unauthorized access, distribution of malware, harassment, and engagement in illegal activities.
- 50. Purpose:** The overall objective of the Acceptable Use Policy, emphasizes the establishment of guidelines for acceptable and responsible use of the services.
- 51. Reaffirmation of Agreement:** The act of users confirming and expressing their agreement with the terms of the Acceptable Use Policy by continuing to use the website after updates or revisions to the policy. User actions post-updates are considered a reaffirmation of their commitment to abide by the modified terms.
- 52. Responsibility to Stay Informed:** Users' duty and expectation to proactively check for updates and revisions to the Acceptable Use Policy.
- 53. Review and Revision:** The provision allows the Company to periodically review and revise the Acceptable Use Policy to reflect changes in technology, legal requirements, and online interactions.
- 54. Scope:** The extent to which the Acceptable Use Policy applies, including the users and types of interactions covered by the policy.
- 55 Security Breach:** The unauthorized access, disclosure, or compromise of sensitive information or data, potentially leading to a threat to the security and integrity of the platform.
- 56. Security Features:** Features implemented by the website to safeguard user data and maintain the security and integrity of the platform.
- 57. Security Measures:** Protective measures implemented by the website to ensure the confidentiality and integrity of user data.
- 58. Services:** The products, features, and content provided by the company or website to users. This includes any online platforms, tools, or resources offered by the service provider.
- 59. Statement of Purpose:** A summary of the foundational principles, guidelines, and standards that govern the use of the services.
- 60. Unauthorized Access:** The act of attempting to gain entry, manipulate, or interact with areas, features, or data within the website that are explicitly restricted or not intended for the use of the individual attempting access.
- 61. Updates and Modifications:** Procedures for reviewing and updating the Acceptable Use Policy, user acknowledgment of changes, and the retroactive application of revised terms.
- 62. User:** An individual, entity, or anyone accessing or interacting with the website or services provided by the company.
- 63. User Agreement:** The agreement entered into by users when accessing or using the website, confirming their understanding and acceptance of the terms and conditions outlined in the Acceptable Use Policy.
- 64. User Control and Access:** Information about users' control over their data, including access requests, account deactivation, and children's privacy.
- 65. User-Generated Content:** Content created, uploaded, or shared by users on the website.
- 66. Use of the Services:** The terms and conditions users must adhere to when using the services, including restrictions and prohibited activities.
- 67. User Responsibilities:** Describes the responsibilities users have in maintaining the security of their accounts, reporting violations, and creating content that adheres to the policy.
- 68. Website:** The online platform or web application operated by the company, which users can access to use the services.

## II. ACCEPTANCE OF TERMS

### A. User Agreement:

#### 1. Acknowledgment and Agreement:

By accessing or using [www.indianmuneem.com](http://www.indianmuneem.com) (hereafter referred to as "the Website"), all users, including but not limited to visitors, registered members, and contributors, acknowledge that they have read, understood, and agree to comply with the terms and conditions outlined in this Acceptable Use Policy ("**Policy**"). Use of the Website constitutes acceptance of these terms, and users commit to abide by the guidelines set forth herein.

#### 2. Legal Capacity:

Users affirm that they have the legal capacity to enter into this agreement and that they are of sufficient age to comply with any age restrictions specified in this Policy. If users are acting on behalf of an organization or entity, they confirm that they have the authority to bind that entity to the terms of this Policy.

### B. Consent to Monitoring:

#### 1. Monitoring and Enforcement:

Users acknowledge that the Website reserves the right to monitor user activities and content to ensure compliance with this Policy. Monitoring may include, but is not limited to, the review of user-generated content, communications, and account usage. Users consent to such monitoring and understand that enforcement actions may be taken for violations, as described in Section VII.

#### 2. Reporting Violations:

Users further agree to report any violations of this Policy promptly. Reporting mechanisms and procedures for submitting complaints are outlined in Section IV.

### C. Changes and Updates:

#### 1. Notification of Changes:

Users understand that this Policy may be revised periodically, and the Website will make reasonable efforts to notify users of any changes. Continued use of the Website after receiving such notification constitutes acceptance of the revised Policy.

#### 2. Responsibility to Stay Informed:

It is the responsibility of users to regularly review this Policy to stay informed about any modifications or updates. Users are encouraged to check for updates, as ignorance of the Policy changes will not exempt users from the obligations outlined herein.

#### 3. Reaffirmation of Agreement:

Any use of the Website after updates to the Policy is considered a reaffirmation of the user's agreement to abide by the revised terms.

### D. Consequences of Non-Compliance:

#### 1. Enforcement Actions:

Users acknowledge that failure to comply with this Policy may result in enforcement actions, as outlined in Section VII. Such actions may include warnings, suspension of accounts, termination of accounts, and legal action, as deemed necessary by the Website.

#### 2. Appeals Process:

Users also recognize the availability of an appeals process, as described in Section VII, allowing them to contest enforcement actions if they believe the actions are unwarranted.

### **III. GENERAL GUIDELINES:**

#### **A. Prohibited Activities:**

##### **1. Unauthorized Access:**

Users are strictly prohibited from attempting to access, modify, or manipulate areas of the Website that are not intended for their use. Unauthorized access includes, but is not limited to, attempting to breach security features, circumvent authentication measures, or exploit vulnerabilities.

##### **2. Distribution of Malware:**

Any activities related to the distribution, creation, or facilitation of malware are strictly forbidden. Users shall not upload, transmit, or disseminate malicious software, viruses, or any code with the intent to harm or compromise the functionality of the Website or the data of other users.

##### **3. Harassment:**

The Website promotes a respectful and inclusive community. Users must refrain from engaging in any form of harassment, including but not limited to bullying, intimidation, or the creation and distribution of offensive content. Harassment extends to any unwelcome behavior that creates a hostile environment for others.

##### **4. Illegal Content:**

Users are prohibited from uploading, posting, or sharing any illegal content, that infringes upon the rights of others, or violates any applicable laws and regulations. This includes, but is not limited to, content that is defamatory, discriminatory, or promotes illegal activities.

##### **5. Inappropriate Content:**

Users will not use the Website or Services to transmit, distribute, or store material that we reasonably determine to be inappropriate, obscene, indecent, defamatory, libelous, tortious, threatening, abusive, hateful, or excessively violent. Users will also not use the Services to host terrorist-related websites, including sites that advocate human violence and hate crimes based on religion, ethnicity, or country of origin.

#### **B. Compliance with Laws:**

##### **1. Local, National, and International Laws:**

Users are required to comply with all relevant local, national, and international laws and regulations. The Website operates globally, and users must be aware of and adhere to the legal standards applicable to their jurisdiction and the jurisdictions of other users.

##### **2. Content Licensing:**

Users are responsible for ensuring that any content they upload or share complies with applicable licensing agreements and intellectual property laws. Unauthorized use or distribution of copyrighted material is strictly prohibited.

#### **C. Age Restrictions:**

##### **1. Minimum Age Requirement:**

Users must adhere to any specified minimum age requirement for accessing and using the Website. If a user is under the designated age, they are not permitted to use the Website without appropriate parental consent.

##### **2. Content Restrictions Based on Age:**

Certain content on the Website may be restricted based on age. Users must respect and adhere to age-specific content guidelines established by the Website.

#### **D. Use of the Services:**

When you use the Services, you warrant that you will comply with this Policy and with all applicable laws. You acknowledge that you may not:

- Systematically retrieve data or other content from the Services to create or compile, directly or indirectly, a collection, compilation, database, or directory without written permission from us;
- Make any unauthorized use of the Services, including collecting usernames and/or email addresses of users by electronic or other means for the purpose of sending unsolicited email, or creating user accounts by automated means or under false pretenses;
- Circumvent, disable, or otherwise interfere with Security related features of the Services, including features that prevent or restrict the use or copying of any Content or enforce limitations on the use of Services and/or the Content contained therein.
- Engage in authorized framing of or linking to the Services.
- Track, defraud, or mislead us and other users, especially in any attempt to learn sensitive account information such as user passwords;
- Make improper use of our Services, including our Support Services, or submit false reports of abuse or misconduct;
- Engage in any automated use of the Services, such as using scripts to send comments or messages, or using any data mining, robots, or similar data gathering and extraction tools;
- Interfere, with disrupt or create an undue burden on the Services in order to harass, abuse, or harm another person;
- Use the Services, as any part of an effort to compete with us or otherwise use the Services and/or the Content for any review-generating endeavor or commercial enterprise;
- Decipher, decompile, disassemble, or reverse engineer any of the software comprising or in any way making up a part of the Services, except as expressly permitted by applicable law;
- Attempt to bypass any measures of the Services, designed to prevent or restrict access to the Services, or any portion of the Services;
- Harass; annoy; Intimidate or threaten any of our employees or agents engaged in providing any portion of the Services to you;
- Delete the copyright or other proprietary rights notice from any Content;
- Copy or adapt the Services software, including but not limited to Flash, PHP, HTML, JavaScript, or other code;
- Upload or transmit (or attempt to upload or to transmit) viruses, Trojan Horses, or other material including excessive of capital letters and spamming (continuous posting of repetitive text), that interferes with any party's interrupted use and enjoyment of the Services or modifies, impairs, disrupts, alters, or interferes with the use, features, functions, operation or maintenance of the Services;

- Upload or transmit (or attempt to upload or to transmit) any material that acts as a passive or active information collection or transmission mechanism, including without limitation, clear graphics interchange forms (“gifs”), 1x1 pixels, web bugs, cookies, or other similar devices (sometimes referred to as “spyware” or “passive collection mechanisms” or “pcms”);
- Except as may be the result of the standard search engine or internet browser usage, use, launch, develop, or distribute any automated, system including without limitation, any spider, robot, cheat utility, scraper, or offline reader that accesses the Services, or using or launching any unauthorized script or other software;
- Disparage, tarnish, or otherwise harm in our opinion, us and/or the Services;
- Use the Services in a manner inconsistent with any applicable laws or regulations.

#### **E. Consequences of Breaching this Policy:**

The consequences for violating our Policy will vary depending on the severity of the breach and the user's history on the Services, by way of example.

We may in some cases, give you a warning, however, if your breach is serious or if you continue to breach our Legal Terms and this Policy, we have the right to suspend or terminate your access to and use of our Services, and if applicable, disable your account.

We may also notify law enforcement or issue legal proceedings against you when we believe that there is a genuine risk to an individual or a threat to public safety.

We exclude liability for all action we may take in response to any of our breaches of this Policy.

#### **F. Policy**

##### **1. General Use and Ownership:**

1.1 All proprietary information stored on the website, remains the sole property of the Company. Users must ensure through legal or technical means that propitiatory information is protected in accordance with the applicable Data Protection Standards.

1.2 Users are obligated to promptly report the theft, loss, or unauthorized disclosure of Proprietary Information to the appropriate channels.

1.3 Users may access, use, or share Proprietary Information only to the extent the same is authorized and is necessary.

1.4 Users are responsible for exercising good judgment regarding the reasonableness of use.

1.5 For security and maintenance purposes, the Company may monitor network traffic at any time as per the applicable policy.

1.6 We reserve the right to audit the website network on a periodic basis to ensure compliance with this Policy.

1.7 All proprietary information stored on electronic and computing devices, whether owned or leased by Company, or a third party, remains the exclusive property of the Company.

1.8 Users are strictly prohibited from engaging in activities that violate applicable laws, infringe upon the rights of others, or breach the terms outlined in this Acceptable Use Policy.

##### **2. Security and Proprietary Information:**

###### **2.1 Device Compliance Requirement:**

All mobile and computing devices that are used to access the Website must comply with the Policy.

###### **2.2 User Authentication:**

Users are responsible for maintaining the confidentiality of their account credentials and must not share them with third parties. Any suspicious activity should be reported promptly.

### **2.3 Compliance with Security Measures:**

Users are required to comply with all security measures implemented to protect the integrity of the website and its users' information.

### **2.4 Proprietary Information:**

All content and materials provided on this website, including text, graphics, logos, icons, images, audio clips, digital downloads, and data compilations, are proprietary and protected by international copyright laws. Users must not reproduce, distribute, display, modify, or create derivative works of any proprietary information without explicit written consent.

### **2.5 Prohibited Activities:**

Users are strictly prohibited from engaging in activities that may compromise the security or availability of the website. This includes, but is not limited to:

- Introducing viruses, malware, or any other harmful code.
- Attempting to gain unauthorized access to other users' accounts or data.
- Engaging in any form of hacking or attempting to disrupt the website's operations.

### **2.6 Reporting Security Concerns:**

Users are encouraged to report any security concerns, vulnerabilities, or suspected breaches promptly to the Company.

### **2.7 Compliance with Laws:**

Users must comply with all applicable local, national, and international laws and regulations when using this website.

## **3. Unacceptable Use:**

### **3.1 Unauthorized Access:**

Unauthorized attempts to access, modify, or interfere with accounts, data, or systems belonging to the Company or other users are strictly prohibited.

### **3.2 Malicious Activities:**

Users must not engage in any activities that could harm, disrupt, or compromise the integrity of the Website. This includes, but is not limited to, the introduction of malware, viruses, or any other harmful code.

### **3.3 Hacking and Intrusion:**

Any attempts to hack, infiltrate, or gain unauthorized access to the website's infrastructure, databases, or systems are strictly forbidden.

### **3.4 Distribution of Malicious Content:**

Users are prohibited from distributing or facilitating the distribution of content that is malicious, deceptive, or designed to compromise the security of others.

### **3.5 Harassment and Abuse:**

Users must not engage via the website in harassment, threats, or any form of abuse towards other users or companies. This includes, but is not limited to, hate speech, discriminatory language, and personal attacks.

### **3.6 Intellectual Property Violations:**

Users must not engage in activities that infringe upon the intellectual property rights of the Company or third parties.

### **3.7 Phishing and Fraudulent Activities:**

Users must not engage in phishing or any other fraudulent activities that seek to deceive individuals into providing sensitive information.

### **3.8 Violations of Privacy:**

Users are prohibited from violating the privacy rights of others, including the unauthorized collection or dissemination of personal information.

### **3.9 Illegal Activities:**

Users must not use the Website for any illegal activities. This includes, but is not limited to, activities that violate local, national, or international laws and regulations.

### **3.10 Other Prohibited Activities:**

Any activities that are deemed inappropriate, harmful, or in violation of the spirit of this Acceptable Use Policy are strictly prohibited.

## **4. System and Network Activities:**

### **4.1 Resource Usage:**

Users must not engage in activities that result in excessive consumption of system resources, such as bandwidth, disk space, or processing power, which may adversely affect the performance of the website for other users.

### **4.2 Network Security:**

Users are prohibited from attempting to bypass or circumvent security measures, compromise the integrity of network communications, or engage in any activity that may negatively impact the security of the website or its users.

### **4.3 Denial of Service (DoS) Attacks:**

Any attempts to perform or participate in Denial of Service (DoS) attacks against the website or other networks are strictly forbidden.

**4.4 Port Scanning and Vulnerability Testing:** Users must not engage in port scanning, security scanning, or any activity that identifies vulnerabilities in the network infrastructure without explicit written consent.

### **4.5 Interference with Network Integrity:**

Users are prohibited from any actions that may disrupt or interfere with the normal operation of the website or its network infrastructure.

### **4.6 Network Monitoring:**

Unauthorized monitoring of network communications, including intercepting, recording, or decrypting data transmissions, is strictly prohibited.

### **4.7 Unauthorized Access:**

Users must not attempt to gain unauthorized access to systems, networks, or accounts belonging to the Company or other users.

### **4.8 Abuse of System Administration Tools:**

Misuse of system administration tools or attempts to compromise the security of administrative accounts are strictly prohibited.

### **4.9 Software and Configuration Alterations:**

Users must not install or use unauthorized software, modify system configurations, or attempt to alter the functionality of the website or its underlying infrastructure.

#### **4.10 Reporting Security Incidents:**

Users are encouraged to promptly report any security incidents, vulnerabilities, or suspicious activities to us [via the link](#).

### **5. Blogging and Social Media Guidelines:**

#### **5.1 User Responsibility:**

Users are solely responsible for the content they publish on the website's blogging and social media platforms. Users must ensure that their posts and comments are respectful, and relevant, and adhere to the community standards outlined in this acceptable use policy.

#### **5.2 Respectful Communication:**

Users must maintain a courteous and respectful tone in all communications. Users must avoid engaging in personal attacks, harassment, or the use of offensive language.

#### **5.3 Privacy Considerations:**

Users must respect the privacy of others and should not disclose personal information about individuals without their explicit consent. Users must avoid sharing confidential or sensitive information, whether related to themselves or others.

#### **5.4 Intellectual Property Rights:**

Users must ensure that their blog posts and social media contributions do not infringe upon the intellectual property rights of others. Users should not reproduce, distribute, or use copyrighted material without the appropriate permissions.

#### **5.5 Transparency:**

If you have a relationship with Us or stand to gain from promoting certain products or services, disclose this information in your posts to maintain transparency. Users must avoid deceptive practices and misleading content.

#### **5.6 Prohibited Content:**

Users should not publish content that is illegal, defamatory, obscene, discriminatory, or otherwise in violation of any laws or regulations. We reserve the right to remove such content and take appropriate action.

#### **5.7 Linking Policies:**

When sharing external links, Users must ensure they are relevant and contribute to the discussion. Do not post spam, phishing links, or links to malicious websites. We are not responsible for the content on external websites.

#### **5.8 Moderation and Enforcement:**

We reserve the right to moderate, edit, or remove any content that violates these guidelines. Repeat violations may result in the suspension or termination of user accounts.

#### **5.9 Reporting Violations:**

Users are encouraged to report any violations of these guidelines promptly. Reports can be submitted to [via the link](#).

#### **5.10 Changes to Guidelines:**

We may update these guidelines periodically. Users are responsible for staying informed about any changes and ensuring continued compliance.

## **IV. USER RESPONSIBILITIES:**

### **A. Account Security:**

## **1. Secure Access Credentials:**

Users are responsible for maintaining the confidentiality of their account credentials, including usernames and passwords. It is strictly prohibited to share account information with others. Users should create strong passwords and take measures to secure their accounts from unauthorized access.

## **2. Notification of Security Breaches:**

In the event of a suspected or actual security breach, users must promptly notify the Website's support team. Timely reporting helps mitigate potential risks and allows for swift corrective actions.

## **B. Reporting Violations:**

### **1. Reporting Mechanism:**

Users play a crucial role in maintaining the integrity of the community. If a user becomes aware of any violations of this Acceptable Use Policy (AUP), they are encouraged to report such violations through the designated reporting mechanism provided by the Website.

### **2. Truthful and Accurate Reporting:**

Users are expected to provide truthful and accurate information when reporting violations. False reporting or malicious use of the reporting system may result in disciplinary action.

### **3. Cooperation with Investigations:**

Upon receiving a report, users involved in an alleged violation may be required to cooperate with investigations. Cooperation includes providing additional information or clarification to the Website's support team to facilitate a fair and thorough review.

## **C. Content Moderation:**

### **1. Responsible Content Creation:**

Users are responsible for the content they generate, share, or contribute to the Website. Content should adhere to the guidelines outlined in this Policy, and users should exercise good judgment, respect, and ethical conduct when creating or sharing content.

### **2. Compliance with Moderation Decisions:**

Users must comply with content moderation decisions made by the Website's moderators. This includes the removal of content deemed in violation of the Policy. If a user disagrees with a decision, they may utilize the appeals process outlined in Section VII.

### **3. Respect for Others:**

Users are expected to show respect for the diversity of opinions and backgrounds within the community. Harassment, discrimination, or any behavior that creates a hostile environment for others is strictly prohibited.

## **V. CONTENT GUIDELINES:**

### **A. Intellectual Property:**

#### **1. Copyrighted Material:**

Users must respect the intellectual property rights of others. Uploading, sharing, or distributing copyrighted material without proper authorization is strictly prohibited. Users should only upload content for which they own the necessary rights or have obtained appropriate permissions.

## **2. Trademarks:**

Users shall not use trademarks or trade names in a manner that may mislead others or infringe upon the rights of the trademark owner. Any use of trademarks must comply with applicable laws and respect the rights of the trademark holder.

## **B. User-Generated Content:**

### **1. Ownership and Licensing:**

By submitting content to the Website, users affirm that they own the rights to the content or have obtained the necessary licenses or permissions. Users grant the Website a non-exclusive, royalty-free license to use, reproduce, and distribute their user-generated content within the context of the Website.

### **2. Prohibited Content:**

Users must not upload, post, or share content that is defamatory, obscene, pornographic, or otherwise violates the guidelines outlined in this Policy. Content that incites violence, promotes illegal activities, or constitutes hate speech is strictly prohibited.

### **3. Content Moderation:**

The Website employs content moderation mechanisms to ensure compliance with these guidelines. Users are expected to cooperate with content moderation decisions, and any disputes can be addressed through the appeals process outlined in Section VII.

## **C. Privacy and Data Security:**

### **1. Data Collection and Consent:**

Users acknowledge and agree to the collection of personal information as outlined in the Website's Privacy Policy. Personal data should only be provided with appropriate consent, and users are responsible for ensuring the accuracy of the information they submit.

### **2. Third-Party Services:**

When using third-party services integrated with the Website, users should be aware of and comply with the terms and privacy policies of those services. The Website is not responsible for the privacy practices of third-party providers.

### **3. Protection of Sensitive Information:**

Users are prohibited from sharing sensitive personal information, such as financial details, social security numbers, or passwords, in public areas of the Website. Such information should be handled through secure and private channels.

## **VI. PRIVACY AND DATA SECURITY:**

### **A. Data Collection and Usage:**

#### **1. User Consent:**

By accessing and using the Website, users acknowledge and consent to the collection, processing, and storage of their personal information as outlined in the Website's Privacy Policy. Users are encouraged to review the Privacy Policy to understand the types of data collected, the purposes for which it is collected, and how it is used.

#### **2. Purpose of Data Collection:**

The Website collects user data for legitimate and specified purposes, such as providing and improving services, personalizing user experience, and ensuring the security of the platform. Users are assured that their data will not be used for purposes beyond those outlined in the Privacy Policy without obtaining additional consent.

## **B. Security Measures:**

### **1. Confidentiality:**

The Website employs reasonable measures to protect the confidentiality and integrity of user data. These measures include encryption, access controls, and regular security assessments. Users are encouraged to use strong and unique passwords to enhance the security of their accounts.

### **2. Third-Party Services:**

When using third-party services integrated with the Website, users should be aware that these services may have their own privacy and security practices. The Website is not responsible for the practices of third-party providers, and users should review the privacy policies of such services.

## **C. User Control and Access:**

### **1. Data Access Requests:**

Users have the right to request access to their personal data held by the Website. Requests should be submitted through the designated channels specified in the Privacy Policy, and the Website will respond within the timeframe outlined in applicable data protection laws.

### **2. Account Deactivation:**

Users have the option to deactivate their accounts, which will result in the cessation of data processing related to their accounts. Deactivated accounts may still retain certain information as required by law or for legitimate business purposes.

## **D. Children's Privacy:**

### **1. Age Verification:**

The Website is committed to protecting the privacy of children. Users under the minimum age requirement must not create accounts without appropriate parental consent. The Website does not knowingly collect personal information from users below the specified age.

### **2. Parental Control:**

Parents or guardians can contact the Website's support team to review, delete, or restrict the processing of personal information related to their child. Parental control features are available to manage the privacy and security of underage users.

## **VII. ENFORCEMENT:**

### **A. Violation Consequences:**

#### **1. Warning:**

Upon the detection of a violation of this Acceptable Use Policy (AUP), the Website may issue a warning to the user. Warnings serve as notifications of non-compliance and provide an opportunity for users to rectify their actions.

#### **2. Account Suspension:**

Repeated or severe violations may result in the temporary suspension of a user's account. During the suspension period, the user will be restricted from accessing certain or all features of the Website. The duration of the suspension will be determined based on the severity and recurrence of the violations.

#### **3. Account Termination:**

In cases of persistent or egregious violations, the Website reserves the right to terminate a user's account. Account termination may result in the permanent loss of access to the Website and its services.

## **B. Appeal Process**

### **1. Submission of Appeals:**

Users who believe enforcement actions taken against them are unwarranted or disproportionate may submit an appeal. Appeals must be submitted through the designated appeals process, as outlined in the Website's support or contact channels.

### **2. Review and Response:**

The Website will review appeals in a timely manner and respond with a decision. Decisions will be based on a fair and impartial evaluation of the circumstances surrounding the alleged violations. Users will be notified of the outcome of their appeal.

### **3. Resolution:**

If an appeal is successful, appropriate corrective actions will be taken, such as the removal of penalties or the restoration of account access. If an appeal is unsuccessful, the initial enforcement actions will be upheld, and users are expected to comply with the decisions made by the Website.

## **C. Legal Action:**

### **1. Cooperation with Authorities:**

In cases involving serious legal violations, the Website may cooperate with law enforcement authorities. Legal action may be pursued to address criminal activities, protect the rights of users, or comply with legal obligations.

### **2. Violation of Laws:**

Users engaging in activities that violate local, national, or international laws through the use of the Website may face legal consequences, including but not limited to prosecution and civil lawsuits.

## **VIII. UPDATES AND MODIFICATIONS:**

### **A. Policy Review:**

#### **1. Periodic Review:**

The Website is committed to maintaining an effective and relevant Acceptable Use Policy (AUP). This policy will be subject to periodic review to ensure its alignment with evolving legal standards, technological advancements, and changes in the nature of online interactions.

#### **2. Notification of Changes:**

Users will be notified of any updates or modifications to the Policy through the Website's communication channels. The notification may be delivered through email, in-app messages, or other appropriate means. Users are encouraged to regularly check for updates to stay informed about any changes.

### **B. User Acknowledgment:**

#### **1. Continued Use as Acceptance:**

By continuing to access or use the Website after receiving notification of Policy updates, users acknowledge and accept the revised terms. It is the user's responsibility to review and understand the modified Policy.

#### **2. Communication Channels:**

Users who have questions or concerns about Policy updates are encouraged to reach out to the Website's support team through designated communication channels. The support team will provide clarification and assistance related to the changes.

### **C. Retroactive Application:**

#### **1. Applicability to Existing Users:**

Revised terms and guidelines will apply to all users, including those who were registered prior to the publication of the updated Policy. Users are bound by the most current version of the Policy regardless of their registration date.

#### **2. Grandfathering:**

In certain cases, the Website may choose to apply grandfathering clauses for specific policy changes. Such clauses will be explicitly communicated in the update notifications, specifying any exemptions or special considerations for existing users.

### **D. Acceptance of Changes:**

#### **1. Opt-Out Provision:**

If a user disagrees with specific changes to the Policy and wishes to opt-out, they may be provided with the option to terminate their account without penalty within a reasonable timeframe.

#### **2. Continued Use as Acceptance:**

If a user does not opt-out within the specified timeframe, their continued use of the Website will be considered an acceptance of the updated Policy.

## **IX. LEGAL DISCLAIMER:**

### **A. Limitation of Liability:**

#### **1. No Warranty:**

The Website provides its services "as is" and "as available." While every effort is made to maintain the security, accuracy, and availability of the platform, the Website makes no warranties or representations of any kind, expressed or implied, regarding the content, services, or availability of the Website.

#### **2. User Acknowledgment:**

Users acknowledge and agree that their use of the Website is at their own risk. The Website disclaims any warranties, whether explicit or implied, including but not limited to the implied warranties of merchantability, fitness for a particular purpose, or non-infringement.

### **B. User Responsibility:**

#### **1. Individual Accountability:**

Users are solely responsible for their actions and conduct while using the Website. The Website is not liable for the content generated by users, and users are expected to comply with applicable laws, this Policy, and any additional terms or guidelines provided by the Website.

#### **2. Third-Party Services:**

The Website may integrate third-party services for enhanced functionality. Users acknowledge that the Website is not responsible for the actions, policies, or security of third-party providers, and the use of such services is at the user's discretion and risk.

## C. Exclusion of Damages:

### 1. Consequential Damages:

In no event shall the Website, its affiliates, partners, or service providers be liable for any direct, indirect, incidental, special, or consequential damages arising out of or in any way connected with the use or inability to use the Website, including but not limited to damages for loss of profits, goodwill, data, or other intangible losses.

### 2. Indemnification

Users agree to indemnify and hold the Website, its affiliates, and their respective officers, directors, employees, and agents harmless from any claims, demands, or damages, including reasonable attorneys' fees, arising out of or related to the user's violation of this Policy or any applicable laws.

## D. Governing Law:

### 1. Applicable Jurisdiction:

This Acceptable Use Policy and any disputes arising under or in connection with it shall be governed by and construed in accordance with the laws of Chandigarh, India without regard to its conflict of law principles.

### 2. Forum Selection:

Users agree that any legal proceedings arising from or related to this Policy shall be brought exclusively in the courts of Chandigarh, India], and users consent to the personal jurisdiction of such courts.

## X. ACCEPTABLE USES:

**1. Compliance with Policy:** By accessing or using [www.indianmuneem.com](http://www.indianmuneem.com) ("the Website"), all users, including visitors, registered members, and contributors, acknowledge and agree to comply with the terms and conditions outlined in this Acceptable Use Policy ("Policy"). Use of the Website constitutes acceptance of these terms, and users commit to abide by the guidelines set forth herein.

**2. Legal Capacity:** Users affirm that they have the legal capacity to enter into this agreement and are of sufficient age to comply with any age restrictions specified in this Policy. If users are acting on behalf of an organization or entity, they confirm that they have the authority to bind that entity to the terms of this Policy.

**3. Consent to Monitoring:** Users acknowledge that the Website reserves the right to monitor user activities and content to ensure compliance with this Policy. Monitoring may include, but is not limited to, the review of user-generated content, communications, and account usage. Users consent to such monitoring and understand that enforcement actions may be taken for violations, as described in Section VII - Enforcement.

**4. Changes and Updates:** Users understand that this Policy may be revised periodically, and the Website will make reasonable efforts to notify users of any changes. Continued use of the Website after receiving such notification constitutes acceptance of the revised Policy. It is the responsibility of users to regularly review this Policy to stay informed about any modifications or updates.

**5. Responsibility to Stay Informed:** Users are encouraged to check for updates regularly, as ignorance of the Policy changes will not exempt users from the obligations outlined herein.

**6. Reaffirmation of Agreement:** Any use of the Website after updates to the Policy is considered a reaffirmation of the user's agreement to abide by the revised terms.

**7. Consequences of Non-Compliance:** Users acknowledge that failure to comply with this Policy may result in enforcement actions, as outlined in Section VII - Enforcement. Such actions may include warnings, suspension of accounts, termination of accounts, and legal action, as deemed necessary by the Website.

**8. Appeals Process:** Users also recognize the availability of an appeals process, as described in Section VII - Enforcement, allowing them to contest enforcement actions if they believe the actions are unwarranted.

#### **9. General Guidelines:**

**(a) Unauthorized Access:** Users are strictly prohibited from attempting to access, modify, or manipulate areas of the Website that are not intended for their use. Unauthorized access includes, but is not limited to, attempting to breach security features, circumvent authentication measures, or exploit vulnerabilities.

**(b) Distribution of Malware:** Any activities related to the distribution, creation, or facilitation of malware are strictly forbidden. Users shall not upload, transmit, or disseminate malicious software, viruses, or any code with the intent to harm or compromise the functionality of the Website or the data of other users.

**(c) Harassment:** The Website promotes a respectful and inclusive community. Users must refrain from engaging in any form of harassment, including but not limited to bullying, intimidation, or the creation and distribution of offensive content. Harassment extends to any unwelcome behavior that creates a hostile environment for others.

**(d) Illegal Content:** Users are prohibited from uploading, posting, or sharing any content that is illegal, infringes upon the rights of others, or violates any applicable laws and regulations. This includes, but is not limited to, content that is defamatory, discriminatory, or promotes illegal activities.

#### **XI. CONTACT INFORMATION:**

##### **A. Communication Channels:**

###### **1. Support Team:**

For general inquiries, assistance, or clarification regarding this Acceptable Use Policy (AUP), users can contact the Website's support team through the designated support channels. The support team is available to address user concerns, provide information, and assist with AUP-related matters.

###### **2. Reporting Violations:**

Users who wish to report violations of this Policy or suspicious activities are encouraged to use the reporting mechanisms provided by the Website. Reports should include relevant details and evidence to facilitate a thorough investigation.

##### **B. Response Times:**

###### **1. Timely Response:**

The Website is committed to providing timely responses to user inquiries and reports. Response times may vary based on the nature and complexity of the request. The support team will make reasonable efforts to address user concerns promptly.

###### **2. Appeals Process:**

Users submitting appeals as outlined in Section VII can expect the Website to review and respond within a reasonable timeframe. The appeals process aims to provide fair and impartial consideration of user concerns.

##### **C. Communication Preferences:**

###### **1. Opt-In Notifications:**

Users may have the option to opt-in to receive important notifications, updates, or announcements related to the Policy and other policy changes. Opt-in preferences can be managed through user account settings.

###### **2. Communication Language:**

Communications from the Website, including notifications and responses to user inquiries, may be provided in the language(s) specified by the user during the account registration process. Users should ensure their account information reflects their preferred language.

#### **D. Accessibility:**

##### **1. Accessibility Support:**

The Website is committed to providing accessible services to users with disabilities. Users experiencing accessibility issues or requiring accommodations are encouraged to contact the support team for assistance.

##### **2. Feedback on Accessibility:**

Users are welcome to provide feedback on the accessibility of the Website and its services. The feedback will be used to improve accessibility features and ensure an inclusive user experience.

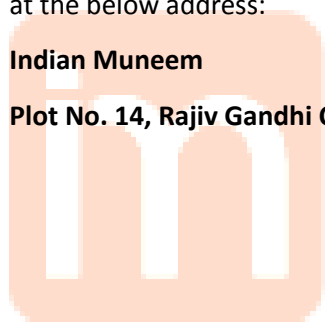
By accessing and using the Website, you acknowledge that you have read, understood, and agree to abide by the terms outlined in this Acceptable Use Policy. Your compliance with these guidelines is essential to maintaining a safe, respectful, and positive online environment for all users.

We reserve the right to enforce these policies, including the suspension or termination of user accounts, as deemed necessary. We may also update this policy periodically, and it is your responsibility to stay informed about any changes.

If you have any questions, or concerns, or wish to report any violations, please contact us at [via the link](#) or by post to the at the below address:

**Indian Muneem**

**Plot No. 14, Rajiv Gandhi Chandigarh Technology Park, Chandigarh, India.**



Indian Muneem  
...Believer of Simple and Smart Accounting