

PROPRIETARY RIGHTS INFRINGEMENT REPORTING PROCEDURE

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Contents

1. Introduction	1
2. Reporting Channel	2
3. Reporting Requirements	2
4. Review Process	3
5. Notification to Alleged Infringer	4
6. Resolution Process	5
7. Escalation and Legal Action	6
8. Confidentiality and Privacy	7
9. Documentation and Record-Keeping	13
10. Periodic Review and Updates	13

Indian Muneem (“Indian Muneem”, “our”, “us” or “we”) provides these Proprietary Rights Infringement Reporting Procedures (these “Procedures”) to inform you of our policies and procedures regarding claims of infringement of proprietary rights by third parties on our website located at www.indianmuneem.com.

We prioritize the protection of intellectual property and are dedicated to maintaining a website where proprietary rights are respected. This procedure outlines our commitment to promptly addressing instances of infringement and upholding the rights of intellectual property owners. We understand the importance of protecting proprietary rights and fostering a digital environment where originality is honoured. To maintain the integrity of our platform and uphold the rights of content creators, we have established the Proprietary Rights Infringement Reporting Procedure.

This procedure serves as a comprehensive guide for users and rights holders to report any potential infringement of proprietary rights, including copyrights, trademarks, patents, and other intellectual property. We are committed to promptly addressing and resolving reported infringements to ensure a fair and secure online experience for all. We encourage our users to actively participate in safeguarding the digital landscape by reporting any instances that may compromise the rights of content creators. Through this collaborative effort, we aim to foster a community that respects and values intellectual property, ultimately contributing to a vibrant and diverse online ecosystem.

Your cooperation in reporting and addressing proprietary rights infringements is instrumental in creating a digital space that celebrates originality and innovation. By providing a clear and efficient process for reporting and resolving infringements, we aim to foster a community that values creativity, innovation, and respect for intellectual property. Thank you for your cooperation in helping us maintain a safe and lawful online environment for all users.

1. Introduction:

1.1 Purpose of the Procedure:

This proprietary rights infringement reporting procedure is established to provide a systematic and transparent mechanism for addressing instances of alleged intellectual property violations on the website. The primary purpose is to uphold the rights of intellectual property owners by offering a streamlined process for reporting and resolving infringements. By implementing this procedure, the website aims to foster an environment that respects and protects the intellectual property of content creators, thus ensuring a fair and lawful digital space.

1.2 Scope of Proprietary Rights Covered:

This procedure encompasses various forms of intellectual property, including but not limited to copyrights, trademarks, and patents. The scope extends to any proprietary rights protected by applicable laws and regulations. Recognizing the diverse nature of intellectual property, this procedure is designed to address a broad range of potential infringements, ensuring that the rights of content creators and owners are safeguarded across different mediums and creative works hosted on the website.

2. Reporting Channel:

We prioritize transparency and accessibility in our proprietary rights infringement reporting process. Our reporting channel is readily available to all users, ensuring swift action against any potential violations of intellectual property rights.

2.1 Accessibility and Visibility:

The reporting channel is prominently displayed across our website, typically located within the help or support section for easy access. We ensure that users can easily locate and access the reporting channel regardless of their browsing device or location on the site. Furthermore, it is featured conspicuously in our footer section, ensuring visibility on every page.

2.2 Contact Information for Reporting:

Users can report instances of proprietary rights infringement by contacting our designated team through the following channels:

Email: privacy@indianmuneem.com

Our dedicated team is committed to promptly reviewing and addressing all reports received through these channels. Your cooperation in reporting any potential infringements is invaluable in maintaining the integrity of our platform and protecting the rights of content creators. Thank you for your commitment to upholding intellectual property rights.

3. Reporting Requirements:

To ensure an effective and efficient resolution of proprietary rights infringement reports, we request that reporting parties provide the following information:

3.1 Required Information from Reporting Party:

When reporting instances of proprietary rights infringement, we ask that the reporting party provide the following details:

3.1.1 Contact Information:

- Full Name
- Email Address
- Any additional contact details deemed relevant

3.1.2 Nature of Infringement:

- Specify the type of proprietary right being infringed, such as:
 - Copyright

- Trademark
- Patent
- Other (please specify)

3.1.3 Description of Infringement:

- Provide a detailed description of the alleged infringement, including:
 - URLs or identifiers of the infringing content
 - Specific elements of the content that constitute the infringement
 - Any additional context or information relevant to the claim

3.1.4 Proof of Ownership:

- If applicable, include evidence demonstrating ownership of the proprietary right being infringed. This may include:
 - Copyright registration certificates
 - Trademark registrations
 - Patent numbers
 - Any other relevant documentation supporting ownership

3.2 Types of Proprietary Rights Covered:

Our reporting process encompasses various forms of proprietary rights, including but not limited to:

- **Copyright:** Protection for original works of authorship, such as text, images, and creative content.
- **Trademark:** Protection for distinctive symbols, names, or logos that identify and distinguish goods or services.
- **Patent:** Protection for inventions or discoveries, granting exclusive rights for a specified period.
- **Other:** Any other forms of proprietary rights not explicitly mentioned, as specified by the reporting party.

By providing detailed and accurate information in your report, you contribute significantly to the swift and effective resolution of potential infringements. We appreciate your commitment to maintaining a respectful and lawful digital environment.

4. Review Process:

In our commitment to maintaining the integrity of intellectual property rights, our review process ensures thorough examination and swift resolution of reported infringements:

4.1 Responsibilities of the Reviewing Team:

4.1.1 Prompt Evaluation:

The reviewing team is responsible for promptly assessing all reports of proprietary rights infringement received through our reporting channels.

4.1.2 Examination of Evidence:

The team carefully examines the reported content in comparison with the provided evidence of ownership to determine the validity of the claim.

4.1.3 Communication Facilitation:

The team facilitates communication between the reporting party and the alleged infringer, as needed, to gather additional information and reach a resolution.

4.2 Criteria for Assessing Validity:

4.2.1 Ownership Verification:

The team verifies the ownership of the alleged proprietary rights by reviewing the provided evidence, such as copyright registrations, trademark certificates, or patent numbers.

4.2.2 Substantial Similarity:

The team assesses whether the reported content substantially reproduces or imitates protected elements of the proprietary right, indicating potential infringement.

4.2.3 Legitimate Use Consideration:

The team evaluates whether the reported content falls within the scope of fair use, transformative use, or other exceptions permitted under relevant intellectual property laws.

4.3 Severity and Impact Assessment:

4.3.1 Degree of Infringement:

The team assesses the severity of the alleged infringement based on factors such as the extent of unauthorized use, commercial impact, and potential harm to the rights holder.

4.3.2 Impact on Rights Holder:

The team considers the potential impact of the infringement on the rights holder, including reputational harm, financial losses, and diminished market value of the protected work.

4.3.3 Website Compliance Obligations:

The team ensures compliance with legal obligations, including the Digital Millennium Copyright Act (DMCA), The Copyright Act, 1957, The Information Technology Act, 2000, The Trade Marks Act, 1999, The Information Technology (Intermediary Guidelines and Digital Media Ethics Code) Rules, 2021 and other relevant laws governing proprietary rights protection.

By adhering to these rigorous review standards, we strive to uphold the rights of content creators and maintain a fair and respectful digital environment. We appreciate your cooperation and commitment to preserving intellectual property rights.

5. Notification to Alleged Infringer:

Upon determining that an alleged infringement has occurred, Indian Muneem will promptly notify the alleged infringer in accordance with our commitment to transparency and due process.

5.1 Content of Notification:

5.1.1 Description of Alleged Infringement:

The notification will include a clear and concise description of the alleged infringement, detailing the specific content or materials identified as infringing upon proprietary rights.

5.1.2 Reference to Reporting Party:

The notification may reference the reporting party's contact information and the basis of their claim, ensuring transparency and accountability in the notification process.

5.1.3 Request for Action:

The notification will explicitly request the alleged infringer to take immediate action to address the infringement, which may include:

- Removal or modification of the infringing content.
- Cease and desist from further use or distribution of the copyrighted material.
- Compliance with any additional remedial measures deemed necessary to resolve the infringement.

5.2 Request for Action:

5.2.1 Timely Response:

The alleged infringer is urged to respond promptly to the notification and take appropriate action to remedy the infringement within a reasonable timeframe.

5.2.2 Cooperation in Resolution:

Cooperation from the alleged infringer in resolving the infringement is essential to facilitate a swift and amicable resolution of the matter.

5.3 Information on Appeals and Counter-Notifications:

5.3.1 Appeal Process:

The notification will provide information on the appeal process, allowing the alleged infringer to contest the claim if they believe it was made in error or without merit.

5.3.2 Counter-Notification Procedure:

The notification will outline the procedure for submitting a counter-notification, enabling the alleged infringer to assert their rights and challenge the validity of the infringement claim.

By providing clear and comprehensive information in the notification, we aim to promote transparency, fairness, and collaboration in resolving proprietary rights infringements. We appreciate the cooperation of all parties involved in upholding intellectual property rights on our platform.

6. Resolution Process:

Upon receiving notification of alleged infringement, we are committed to promptly initiating a resolution process to address the issue and ensure compliance with intellectual property laws.

6.1 Timeframe for Response:

6.1.1 Prompt Acknowledgment:

Upon receipt of the infringement notification, we will promptly acknowledge receipt and begin the review process.

6.1.2 Timely Response:

We will endeavor to provide a timely response to the reporting party and the alleged infringer, acknowledging the reported infringement and outlining the next steps in the resolution process.

6.2 Facilitation of Communication:

6.2.1 Open Channels of Communication:

We will facilitate open and transparent communication between the reporting party and the alleged infringer throughout the resolution process.

6.2.2 Mediation Assistance:

In cases where communication between parties is challenging, We may offer mediation assistance to help facilitate constructive dialogue and reach a mutually acceptable resolution.

6.3 Actions Required for Resolution:

6.3.1 Removal or Modification of Infringing Content:

If the alleged infringement is confirmed, we will require the alleged infringer to promptly remove or modify the infringing content to bring it into compliance with intellectual property laws.

6.3.2 Cease and Desist:

We may issue a cease and desist notice to the alleged infringer, requiring them to cease all further use or distribution of the copyrighted material.

6.3.3 Account Suspension or Termination:

In cases of repeat or egregious infringement, We reserve the right to suspend or terminate the alleged infringer's account to prevent further violations and protect the rights of content creators.

By adhering to this resolution process, We aim to ensure fair and equitable treatment of all parties involved while upholding the integrity of intellectual property rights on our platform. We appreciate the cooperation and understanding of our users in maintaining a respectful and lawful online environment.

7. Escalation and Legal Action:

In cases where the alleged infringer fails to comply with the resolution process or continues to infringe upon proprietary rights, we will escalate the matter and, if necessary, pursue legal remedies to address the infringement:

7.1 Steps Taken for Non-Compliance:

7.1.1 Warning Notice:

Initially, We may issue a warning notice to the alleged infringer, reminding them of their obligations under our policies and requesting immediate compliance with the resolution measures outlined.

7.1.2 Account Suspension:

If non-compliance persists, we reserve the right to suspend the alleged infringer's account temporarily to prevent further dissemination of infringing content.

7.1.3 Termination of Account:

In cases of repeated or severe infringement, We may choose to terminate the alleged infringer's account permanently to protect the rights of content creators and maintain the integrity of our platform.

7.2 Legal Remedies and Measures:

7.2.1 DMCA Takedown Notice:

We may file a Digital Millennium Copyright Act (DMCA) takedown notice with the relevant internet service provider, requesting the removal of infringing content hosted on their servers.

7.2.2 Legal Action:

In cases where informal resolution attempts fail or where the infringement poses significant harm, we may pursue legal action against the alleged infringer, seeking damages and injunctive relief in accordance with applicable laws.

7.2.3 Collaboration with Law Enforcement:

We may collaborate with law enforcement authorities to address instances of egregious infringement or intellectual property theft, providing necessary evidence and support for legal proceedings.

7.3 Termination or Suspension of Account:

7.3.1 Notification of Action:

We will notify the alleged infringer of any account suspension or termination, providing reasons for the action taken and outlining any available recourse options.

7.3.2 Appeal Process:

Alleged infringers who believe their accounts were suspended or terminated unjustly may have the option to appeal the decision through a designated process outlined by us.

By implementing these escalation measures and legal remedies, we aim to deter and address instances of proprietary rights infringement effectively while promoting a fair and respectful online environment for all users. We appreciate the cooperation of all parties in upholding intellectual property rights on our platform.

8. Confidentiality and Privacy:

We prioritize the protection of personal information and adhere to stringent confidentiality and privacy standards in our proprietary rights infringement reporting process:

8.1 Treatment of Personal Information:

8.1.1 Confidentiality Assurance:

Any personal information provided during the infringement reporting process will be treated with the utmost confidentiality and used solely for the purpose of investigating and resolving the reported infringement.

8.1.2 Limited Access:

Access to personal information will be restricted to authorized personnel involved in the review and resolution of infringement reports, ensuring that sensitive data is only accessed by individuals with a legitimate need-to-know.

8.2 Compliance with Privacy Laws:

We are committed to upholding the highest standards of data protection and privacy. We adhere to all applicable privacy laws and regulations to ensure the security and confidentiality of personal information collected and processed through the website.

8.2.1 California Consumer Privacy Act (CCPA):

We are committed to protecting the privacy rights of users in accordance with the California Consumer Privacy Act (CCPA). These laws govern the collection, use, and protection of personal information of California residents.

8.2.2 User Rights under California Consumer Privacy Act (CCPA):

Users have certain rights under the California Consumer Privacy Act (CCPA), including the right to know what personal information is collected, the right to request the deletion of personal information, and the right to opt-out of the sale of personal information. Users can exercise these rights by contacting us through the designated channels.

8.2.3 California Online Privacy Protection Act (CalOPPA):

We are committed to protecting the privacy rights of users in accordance with the California Online Privacy Protection Act (CalOPPA). These laws govern the collection, use, and protection of personal information of California residents.

8.2.4 User Rights under the California Online Privacy Protection Act (CalOPPA):

Users have certain rights under the California Online Privacy Protection Act (CalOPPA), including the right to know what personal information is collected, the right to request the deletion of personal information, and the right to opt-out of the sale of personal information. Users can exercise these rights by contacting us through the designated channels.

8.2.5 Connecticut Data Privacy Act (CTDPA):

We acknowledge and comply with the provisions of the Connecticut Data Privacy Act (CTDPA), which governs the collection, use, and protection of personal information of Connecticut residents.

8.2.6 User Rights under the Connecticut Data Privacy Act (CTDPA):

Users have certain rights under the Connecticut Data Privacy Act (CTDPA), including the right to know what personal information is collected, the right to request the deletion of personal information, and the right to opt-out of the sale of personal information. Users can exercise these rights by contacting us through the designated channels.

8.2.7 Utah Consumer Privacy Act (UCPA):

We acknowledge and comply with the provisions of the Utah Consumer Privacy Act (UCPA) which governs the collection, use, and protection of personal information of Utah residents.

8.2.8 User Rights under the Utah Consumer Privacy Act (UCPA):

Users have certain rights under the Utah Consumer Privacy Act (UCPA) including the right to know what personal information is collected, the right to request the deletion of personal information, and the right to opt-out of the sale of personal information. Users can exercise these rights by contacting us through the designated channels.

8.2.9 Virginia Consumer Data Protection Act (VCDPA):

We acknowledge and comply with the provisions of the Virginia Consumer Data Protection Act (VCDPA) which governs the collection, use, and protection of personal information of Virginia residents.

8.2.10 User Rights under Virginia Consumer Data Protection Act (VCDPA):

Users have certain rights under the Virginia Consumer Data Protection Act (VCDPA) including the right to know what personal information is collected, the right to request deletion of personal information, and the right to opt-out of the sale of personal information. Users can exercise these rights by contacting us through the designated channels.

8.2.11 Australia's Privacy Act 1988 (Privacy Act):

We acknowledge and comply with the provisions of the Australia's Privacy Act 1988 (Privacy Act) which governs the collection, use, and protection of personal information of Australian residents.

8.2.12 User Rights under Australia's Privacy Act 1988 (Privacy Act):

Users have certain rights under the Australia's Privacy Act 1988, including the right to know what personal information is collected, the right to access their personal information held by us, and the right to request correction of any inaccuracies in their personal information.

8.2.13 New Zealand's Privacy Act 2020 (Privacy Act):

We acknowledge and comply with the provisions of New Zealand's Privacy Act 2020 (Privacy Act), which governs the collection, use, and protection of personal information of individuals in New Zealand.

8.2.14 User Rights under New Zealand's Privacy Act 2020 (Privacy Act):

Users have certain rights under New Zealand's Privacy Act 2020, including the right to know what personal information is collected, the right to access their personal information held by us, and the right to request correction of any inaccuracies in their personal information.

8.2.15 South Africa's Protection of Personal Information Act (POPIA):

We acknowledge and comply with the provisions of the Protection of Personal Information Act (POPIA), which governs the collection, use, and protection of personal information of individuals in South Africa.

8.2.16 User Rights under South Africa's Protection of Personal Information Act (POPIA):

Users have certain rights under the Protection of Personal Information Act (POPIA), including the right to know what personal information is collected, the right to access their personal information held by us, and the right to request correction or deletion of any inaccuracies in their personal information.

8.2.17 United Kingdom's Data Protection Act 2018:

We acknowledge and comply with the provisions of the Data Protection Act 2018, which governs the collection, processing, and protection of personal data in the United Kingdom.

8.2.18 User Rights under the United Kingdom's Data Protection Act 2018:

Users have certain rights under the Data Protection Act 2018, including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.19 Canada's Personal Information Protection and Electronic Documents Act ('PIPEDA'):

We acknowledge and comply with the provisions of the Canada's Personal Information Protection and Electronic Documents Act ('PIPEDA'), which governs the collection, processing, and protection of personal data in Canada.

8.2.20 User Rights under Canada's Personal Information Protection and Electronic Documents Act ('PIPEDA'):

Users have certain rights under the Canada's Personal Information Protection and Electronic Documents Act ('PIPEDA'), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.21 Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta'):

We acknowledge and comply with the provisions of the Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta') which governs the collection, processing, and protection of personal data in Canada.

8.2.22 User Rights under Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta'):

Users have certain rights under the Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta'), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.23 Canada's Personal Information Protection Act (British Columbia) ('PIPA BC'):

We acknowledge and comply with the provisions of the Personal Information Protection Act (British Columbia) ('PIPA BC'), which governs the collection, processing, and protection of personal data in Canada.

8.2.24 User Rights under Canada's Personal Information Protection Act (British Columbia) ('PIPA BC'):

Users have certain rights under the Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta'), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.25 Canada's Protection of Personal Information in the Private Sector ('Quebec Privacy Act'):

We acknowledge and comply with the provisions of the Protection of Personal Information in the Private Sector ('Quebec Privacy Act'), which governs the collection, processing, and protection of personal data in Canada.

8.2.26 User Rights under Canada's Protection of Personal Information in the Private Sector ('Quebec Privacy Act'):

Users have certain rights under the Canada's Personal Information Protection Act (Alberta) ('PIPA Alberta'), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.27 Singapore's Personal Data Protection Act (PDPA):

We acknowledge and comply with the provisions of Singapore's Personal Data Protection Act (PDPA), which governs the collection, use, and protection of personal data in Singapore.

8.2.28 User Rights under Singapore's Personal Data Protection Act (PDPA):

Users have certain rights under the Personal Data Protection Act (PDPA), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.29 United Arab Emirates Personal Data Protection Law:

We acknowledge and comply with the provisions of the United Arab Emirates Personal Data Protection Law, which governs the collection, use, and protection of personal data in the United Arab Emirates.

8.2.30 User Rights under the United Arab Emirates Personal Data Protection Law:

Users have certain rights under the United Arab Emirates Personal Data Protection Law, including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.31 Oman's Personal Data Protection Law:

We acknowledge and comply with the provisions of Oman's Personal Data Protection Law, which governs the collection, use, and protection of personal data in Oman.

8.2.32 User Rights under Oman's Personal Data Protection Law:

Users have certain rights under Oman's Personal Data Protection Law, including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.33 Bahrain's Personal Data Protection Law:

We acknowledge and comply with the provisions of Bahrain's Personal Data Protection Law, which governs the collection, use, and protection of personal data in Bahrain.

8.2.34 User Rights under Bahrain's Personal Data Protection Law:

Users have certain rights under Bahrain's Personal Data Protection Law including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.35 Kuwait's Personal Data Protection Law:

We acknowledge and comply with the provisions of Kuwait's Personal Data Protection Law, which governs the collection, use, and protection of personal data in Kuwait.

8.2.36 User Rights under Kuwait's Personal Data Protection Law:

Users have certain rights under Bahrain's Personal Data Protection Law including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.37 Jordan's Personal Data Protection Law:

We acknowledge and comply with the provisions of Jordan's Personal Data Protection Law, which governs the collection, use, and protection of personal data in Jordan.

8.2.38 User Rights under Jordan's Personal Data Protection Law:

Users have certain rights under Jordan's Personal Data Protection Law including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.39 Malta's Personal Data Protection Act 2018:

We acknowledge and comply with the provisions of Malta's Personal Data Protection Act 2018, which governs the collection, use, and protection of personal data in Malta.

8.2.40 User Rights under Malta's Personal Data Protection Act 2018:

Users have certain rights under Malta's Personal Data Protection Act 2018 including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.41 Austria's Federal Act on the Protection of Individuals with Regard to the Processing of Personal Data:

We acknowledge and comply with the provisions of Austria's Federal Act on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Austria.

8.2.42 User Rights under Austria's Federal Act on the Protection of Individuals with Regard to the Processing of Personal Data:

Users have certain rights under Austria's Federal Act on the Protection of Individuals with Regard to the Processing of Personal Data including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.43 Belgium's Data Protection Act 2018:

We acknowledge and comply with the provisions of Belgium's Data Protection Act 2018 on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Belgium.

8.2.44 User Rights under Belgium's Data Protection Act 2018:

Users have certain rights under Belgium's Data Protection Act 2018 with Regard to the Processing of Personal Data including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.45 Finland's Data Protection Act 2018:

We acknowledge and comply with the provisions of Finland's Data Protection Act 2018 on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Finland.

8.2.46 User Rights under Finland's Data Protection Act 2018:

Users have certain rights under Finland's Data Protection Act 2018 with Regard to the Processing of Personal Data including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.47 Ireland's Data Protection Act 2018:

We acknowledge and comply with the provisions of Finland's Data Protection Act 2018 on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Ireland.

8.2.48 User Rights under Ireland's Data Protection Act 2018:

Users have certain rights under Ireland's Data Protection Act 2018 with Regard to the Processing of Personal Data including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.49 Swiss Federal Data Protection Act (DPA) 2023:

We acknowledge and comply with the provisions of the Swiss Data Protection Act 2018 on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Switzerland.

8.2.50 Scotland's Data Protection Act 2018:

We acknowledge and comply with the provisions of Scotland's Data Protection Act 2018 on the Protection of Individuals with Regard to the Processing of Personal Data, which governs the collection, use, and protection of personal data in Scotland.

8.2.51 User Rights under Scotland's Data Protection Act 2018:

Users have certain rights under Scotland's Data Protection Act 2018 with Regard to the Processing of Personal Data including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request correction or deletion of any inaccuracies in their personal data.

8.2.52 General Data Protection Regulation (GDPR):

We acknowledge and comply with the provisions of the General Data Protection Regulation (GDPR), which governs the collection, processing, and protection of personal data of individuals in the European Union (EU) and the European Economic Area (EEA). We adhere to the General Data Protection Regulation (GDPR) requirements, ensuring that personal data is processed lawfully, fairly, and transparently.

8.2.53 User Rights under General Data Protection Regulation (GDPR):

Users have certain rights under the General Data Protection Regulation (GDPR), including the right to know what personal data is collected, the right to access their personal data held by us, and the right to request rectification, erasure, or restriction of processing of their personal data.

8.2.54 Collection and Use of Personal Information:

When reporting instances of proprietary rights infringement, we may collect personal information from users, including name, email address, and contact details. This information is collected solely for the purpose of investigating and resolving the reported infringement and will not be used for any other purposes without explicit consent.

8.2.55 Disclosure of Personal Information:

Personal information collected during the infringement reporting process may be disclosed to relevant parties involved in the investigation and resolution of the reported infringement. However, we will not disclose personal information to third parties for marketing or other purposes without the user's consent, except as required by law.

8.2.56 Protection of Personal Information:

We employ reasonable security measures to protect the personal information collected during the infringement reporting process from unauthorized access, disclosure, alteration, or destruction.

In compliance with Data Protection Laws provide a clear and conspicuous privacy policy that outlines the types of personal information collected, the purposes for which it is used, and the parties with whom it is shared. The privacy policy also includes information on how users can review and update their personal information.

8.2.57 Legal Basis for Processing:

We ensure that all processing of personal information is done on a lawful basis as required by applicable privacy laws. This includes obtaining consent from individuals before processing their personal data, where necessary, and ensuring that processing is necessary for the performance of a contract, compliance with legal obligations, protection of vital interests, or pursuit of legitimate interests pursued by us or a third party.

8.2.58 User Rights:

We respect the rights of individuals regarding their personal information as prescribed by applicable privacy laws. This includes the right to access personal data, the right to rectification, erasure, or restriction of processing, and the right to data portability. Users can exercise these rights by contacting us through the designated channels outlined in our Privacy Policy.

8.2.60 Transparency and Accountability:

We are transparent about our data processing activities and provide clear and concise information about how we collect, use, and share personal information. We maintain detailed records of our data processing activities and conduct regular audits to ensure compliance with privacy laws.

8.3 Privacy Policy Reference:

For detailed information on how we collect, use, disclose, and protect personal information, please refer to our Privacy Policy. Our Privacy Policy outlines our practices regarding data privacy and protection, including the handling of personal information collected during the proprietary rights infringement reporting process. You can access our Privacy Policy [via the link](#). If you have any questions or concerns about our privacy practices, please contact us through the designated channels provided in our Privacy Policy.

9. Documentation and Record-Keeping:

We maintain thorough documentation and records of all proprietary rights infringement reports for accountability and compliance purposes. We believe that meticulous documentation and record-keeping are integral to our commitment to transparency, accountability, and regulatory compliance. Our approach includes:

9.1 Maintenance of Detailed Records: We maintain comprehensive records of all proprietary rights infringement reports. These records encompass every stage of the reporting process, from the initial submission to the resolution of the infringement.

9.2 Information Included in Records: Our records contain detailed information related to each infringement report, including:

- Identifying details of the reported content, such as URLs, file names, or descriptions.
- Correspondence with reporting parties, alleged infringers, and any involved third parties.
- Actions taken to investigate, address, and resolve the reported infringement, including timestamps of each step.

9.3 Use of Records for Future Reference: Our records serve as a valuable resource for future reference, compliance, and analysis. They enable us to:

- Track patterns and trends in proprietary rights infringements to inform preventive measures.
- Ensure consistency and accountability in our handling of infringement reports over time.
- Facilitate compliance audits and regulatory inquiries by providing a clear audit trail of our actions.

10. Periodic Review and Updates:

We recognize the importance of regularly reviewing and updating our Proprietary Rights Infringement Reporting Procedure to ensure its effectiveness, relevance, and compliance with evolving legal and regulatory requirements. Our approach includes:

10.1 Frequency of Review:

We conduct periodic reviews of our Proprietary Rights Infringement Reporting Procedure to assess its efficacy and alignment with current industry standards and best practices. The frequency of these reviews is determined based on changes in regulations, technological advancements, and feedback from stakeholders.

10.2 Procedure for Updates:

Updates to the Proprietary Rights Infringement Reporting Procedure are initiated following thorough review and analysis. This process involves:

- Identifying areas for improvement or adaptation based on changes in laws, regulations, or industry trends.
- Consultation with legal experts, internal stakeholders, and relevant external parties to ensure comprehensive and informed updates.
- Implementation of revisions with clear communication to users and stakeholders about the nature of the changes and their impact on the reporting process.

10.3 Communication of Changes: We are committed to transparently communicating any updates or changes to our Proprietary Rights Infringement Reporting Procedure. This includes:

- Providing clear and accessible notifications on our website about the revised procedure.
- Sending direct notifications to users and stakeholders, where appropriate, to ensure awareness of the changes.
- Offering resources and support to assist users in understanding and complying with the updated procedure.

By regularly reviewing and updating our Proprietary Rights Infringement Reporting Procedure, we demonstrate our dedication to maintaining a robust and responsive framework for addressing infringements while upholding the rights of intellectual property owners and promoting a safe and lawful online environment for all users.