



Botamation

GDPR Compliance Document

Date: 18th, June 2023

1. Introduction

This GDPR Compliance Document outlines the measures and practices implemented by Botamation to ensure compliance with the General Data Protection Regulation (GDPR). This document aims to demonstrate our commitment to protecting the privacy and personal data of individuals and outlines our procedures for handling personal data within our organization.

Our servers located in the EU (Belgium)

2. Data Controller and Data Protection Responsible

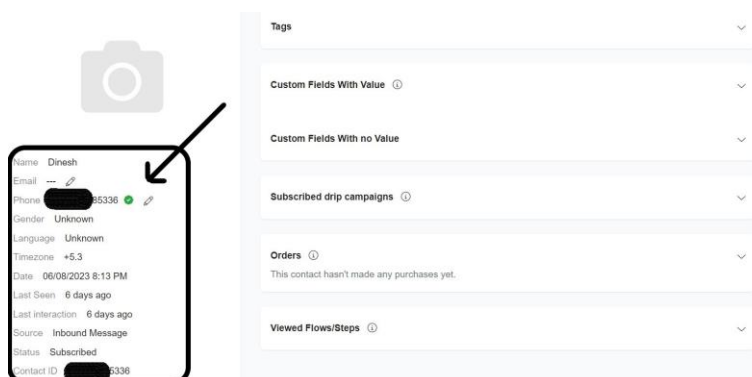
Botamation acts as the data controller and is responsible for the collection, processing, and storage of personal data. The designated Data Protection Person (DPO) is **Dinesh**, who can be reached at dinesh@botamation.in. The DPO is responsible for overseeing GDPR compliance, providing guidance to staff, and acting as a point of contact for data subjects.

3. Individual Rights

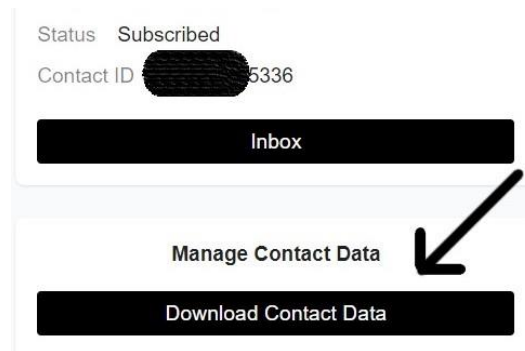
Botamation respects the rights of individuals as outlined in the GDPR. These rights include:

- Right to Information: Individuals have the right to be informed about the collection and use of their personal data.
- Right of Access: Individuals can request access to their personal data and receive a copy of the information held about them.

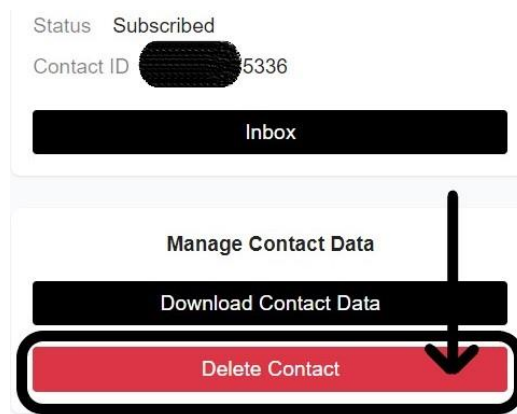
Go to -> Inbox -> Click on Contact Name -> Access to Personal Information



- Right to Rectification: Individuals have the right to request the correction of inaccurate or incomplete personal data.
- Right to Restrict Processing: Individuals have the right to limit the processing of their personal data under certain circumstances.
- Right to Data Portability: Individuals can obtain and reuse their personal data across different services or platforms



- Right to Erasure: Individuals can request the deletion or removal of their personal data when there is no compelling reason for its continued processing.



4. Data Protection Principles

Botamation adheres to the following GDPR data protection principles:

4.1. Lawfulness, Fairness, and Transparency

- We process personal data lawfully, fairly, and in a transparent manner.

- We provide individuals with clear information about how their data is processed.

4.2. Purpose Limitation

- We collect and process personal data for specified and legitimate purposes.
- We do not process personal data in a manner that is incompatible with these purposes.

4.3. Data Minimization

- We only collect and process personal data that is necessary for the intended purpose.
- We ensure that the data we hold is adequate, relevant, and limited to what is necessary.

4.4. Accuracy

- We take reasonable steps to ensure the accuracy of personal data.
- We promptly rectify or erase inaccurate or incomplete data.

4.5. Storage Limitation

- We retain personal data only for as long as necessary to fulfill the intended purpose.
- We establish data retention periods based on legal requirements and business needs.

4.6. Integrity and Confidentiality

- We implement appropriate technical and organizational measures to ensure data security.
- We protect personal data against unauthorized or unlawful processing, accidental loss, destruction, or damage.

4.7. Accountability

- We demonstrate compliance with GDPR by implementing appropriate policies and procedures.
- We maintain documentation of our data processing activities and conduct regular audits.

5. Lawful Basis for Processing

Botamotion processes personal data based on one or more lawful bases, as defined in Article 6 of the GDPR. The lawful bases include:

- Consent: When individuals have given clear and unambiguous consent for their data to be processed.
- Contractual Necessity: When processing is necessary for the performance of a contract with the data subject.
- Legal Obligation: When processing is necessary to comply with a legal obligation.
- Legitimate Interests: When processing is necessary for the legitimate interests pursued by Botamotion or a third party, provided that such interests are not overridden by the individual's rights and freedoms.