

Privacy Policy

Company Name: EEB Engineering Design and Consultancy Services

Website: www.eebedcs.com

Contact Email: [\[info@eebedcs.com\]](mailto:info@eebedcs.com)

EEB Engineering Design and Consultancy Services ("we", "our", "us") is committed to protecting the privacy, confidentiality, and security of our clients' personal and project-related information. This Privacy Policy outlines our practices in compliance with international data protection regulations including **GDPR**, **CCPA**, and other applicable laws.

1. Information We Collect

We collect the following categories of information:

a. Personal Data

- Name, email, phone number, company name, job title
- Billing address, location (if applicable)

b. Technical & Project Data

- Drawings, plans, specifications, and designs
- IP address, browser type, device type (for analytics)

c. Payment Data

- Transaction ID and invoice records (via third-party gateways)
- No credit card data is stored on our servers

d. Cookies and Usage Data

- Browsing behavior, preferences, and analytics via cookies or tracking scripts

2. Lawful Basis for Processing (GDPR)

We process your data under the following lawful bases:

- **Consent** (via contact forms, newsletter signups)
- **Contractual necessity** (to fulfill our obligations)
- **Legal obligation**
- **Legitimate interest** (improving services, internal analytics)

3. Use of Data

Your data is used for:

- Project execution and communication
- Invoicing, billing, and payment tracking
- Customer support and issue resolution
- Legal compliance and regulatory documentation
- Internal reporting, research, and service improvement

4. Data Retention

We retain personal and project data for a minimum of **7 years** to comply with tax, legal, and contractual obligations, unless otherwise requested or required by law.

5. Data Security

We follow industry best practices to secure data:

- SSL encryption for all web communications
- Restricted access controls and 2FA for internal systems
- Data backups stored in encrypted environments
- Secure third-party platforms for file sharing and communication

6. Third-Party Disclosure

We **do not sell or trade** your personal information. We may share data with:

- Payment processors (e.g., Stripe, Razorpay)
- Cloud storage providers (e.g., Google Drive, Dropbox)
- Subcontractors (bound by NDA) working on your project

7. Your Rights

Under GDPR:

- Right to access, correct, delete, or port your data

- Right to object or restrict processing
- Right to withdraw consent at any time

Under CCPA:

- Right to know what personal data is collected
- Right to request deletion
- Right to opt out of the sale of personal data (we do not sell)

All requests can be submitted to: **[info@eebedcs.com]**

8. Cookies Policy

We use essential and analytics cookies to enhance your browsing experience. You may disable cookies through your browser settings.

9. International Data Transfers

If your data is transferred outside of your jurisdiction (e.g., to our servers or partners), we ensure it is protected via standard contractual clauses or equivalent safeguards.

10. Policy Updates

We reserve the right to update this Privacy Policy. All changes will be reflected here with a revised “Effective Date.”