Privacy Policy

Effective Date: November 10, 2026

1. Introduction

Welcome to **MPS Info Services** ("we," "our," or "us"). We are committed to protecting your personal information and your right to privacy. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website at **https://mpsinfoservices.com/** and use our services.

Please read this privacy notice carefully as it will help you understand what we do with the information that we collect.

2. Information We Collect

We collect personal information that you voluntarily provide to us when you express an interest in obtaining information about us or our products and Services, or when you contact us.

- **Information You Provide to Us:**
    - **Contact Data:** Names, email addresses, phone numbers, and mailing addresses submitted via our contact or career forms.
    - **Application Data:** Resumes, CVs, and professional experience details submitted through our career portal.
    - **Message Content:** Any custom comments, inquiries, or project details you type into our form text areas.
- **Information We Collect Automatically:**
    - **Log and Usage Data:** Service-related, diagnostic, usage, and performance information our servers automatically collect when you access our website (e.g., IP address, browser type, operating system).
    - **Device Data:** Information about the computer, phone, or tablet you use to access the website.

3. How We Use Your Information

We use personal information collected via our website for a variety of business purposes described below:

- **To Respond to Inquiries:** To read and respond to messages submitted through our contact forms and provide customer support.
- **To Process Applications:** To evaluate candidates who submit resumes for open career positions.
- **To Send Administrative Information:** To send you product, service, and new feature information, or changes to our terms, conditions, and policies.
- **To Protect Our Website:** As part of our efforts to keep our website safe and secure (for example, for fraud monitoring and prevention).

- **To Improve User Experience:** To identify usage trends and determine the effectiveness of our promotional campaigns and website interface.

4. Cookies and Tracking Technologies

We may use cookies and similar tracking technologies (like web beacons and pixels) to access or store information. Cookies are small data files stored on your hard drive or in device memory that help us improve our services and your experience, see which areas and features of our services are popular, and count visits. You can set your browser to refuse all or some browser cookies, but this may affect how the website functions.

5. Data Sharing and Disclosure

We do not sell, rent, or trade your personal information to third parties. We only share information with your consent, to comply with laws, to provide you with services, to protect your rights, or to fulfill business obligations. We may share data with:

- **Third-Party Service Providers:** Vendors who perform services for us or on our behalf (e.g., secure SMTP email routing, web hosting, data analytics, and customer service).
- **Legal Obligations:** When we are legally required to do so in order to comply with applicable law, governmental requests, a judicial proceeding, court order, or legal process.

6. Data Security

We have implemented appropriate technical and organizational security measures designed to protect the security of any personal information we process. This includes using SSL/TLS encryption for data transmission and securing our email routing protocols. However, despite our safeguards and efforts to secure your information, no electronic transmission over the Internet or information storage technology can be guaranteed to be 100% secure.

7. Data Retention

We will only keep your personal information for as long as it is necessary for the purposes set out in this Privacy Policy, unless a longer retention period is required or permitted by law (such as tax, accounting, or other legal requirements). When we have no ongoing legitimate business need to process your personal information, we will either delete or anonymize such information.

8. Your Data Protection Rights

Depending on your location, you may have the following rights regarding your personal data:

- **Access:** You can request copies of your personal data.
- **Correction:** You can request that we correct any information you believe is inaccurate or incomplete.
- **Erasure:** You can request that we erase your personal data, under certain conditions.
- **Restriction:** You can request that we restrict the processing of your personal data, under certain conditions.

9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. The updated version will be indicated by an updated "Effective Date" and the updated version will be effective as soon as it is accessible. We

encourage you to review this Privacy Policy frequently to be informed of how we are protecting your information.

10. Contact Us

If you have questions or comments about this notice, you may email us or contact us by post at:

MPS Info Services

Email: **sales@mpsinfoservices.com , somnath@mpsinfoservices.com**

Phone: **9874204044 , 9874042067**

Address: **8, Dunlop, Narendra Nagar, Bekggarua, Belghoria, Kolkata, West Bengal 700056**