



॥ तमसो मा ज्योतिर्गमय ॥

**NATIONAL FIRE SAFETY INSTITUTE**  
— OF RESEARCH TECHNOLOGY —



# **PRIVACY** **POLICY**





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**NATIONAL FIRE SAFETY INSTITUTE OF RESEARCH TECHNOLOGY**

**UTTAR PRADESH**

# **PRIVACY POLICY**

## **1. Introduction**

**National Fire Safety Institute of Research Technology values and respects the privacy of all students, parents, employees, training centres, and website users. This Privacy Policy explains how the Institute collects, uses, stores, and protects personal information.**

## **2. Information We Collect**

**The Institute may collect the following types of information:**

- 2.1. Student name, address, and contact details
- 2.2. Mobile number and email address
- 2.3. Date of birth
- 2.4. Aadhaar card or other identity proof details
- 2.5. Educational certificates and documents
- 2.6. Passport-size photographs
- 2.7. Payment and fee-related information
- 2.8. Training and examination records
- 2.9. Website and online portal usage information

## **3. Purpose of Information Collection**

**The collected information may be used for the following purposes:**

- 3.1. Admission and registration process
- 3.2. Student identification and verification
- 3.3. Issuing ID cards, mark sheets, and certificates
- 3.4. Conducting training programs and examinations
- 3.5. Maintaining fee and payment records
- 3.6. Sending important notices, updates, and communication
- 3.7. Improving institutional services and administration
- 3.8. Compliance with legal and regulatory requirements

## **4. Data Security**

**The Institute takes appropriate technical and administrative measures to protect personal information from unauthorized access, misuse, loss, or disclosure. Personal information will not be shared with unauthorized individuals or organizations except where required by law.**

## **5. Information Sharing**

**The Institute may share information under the following circumstances:**

- 5.1. When required by government authorities or legal agencies.
- 5.2. With authorized certification or examination bodies.
- 5.3. With approved training centres for academic and administrative purposes.
- 5.4. With the written consent of the student or guardian.

**The Institute does not sell, rent, or trade personal information for commercial purposes.**

## **6. Website and Online Services**

**When users access the Institute's website or online portal, certain technical information and cookies may be collected to improve website functionality, security, and user experience.**

## **7. Student Rights**

Students may request to:

- 7.1. Access their personal information
- 7.2. Correct inaccurate information
- 7.3. Update their records
- 7.4. Request deletion of information where legally permissible
- 7.5. Such requests may be submitted to the Institute administration.

## **8. Record Retention**

**The Institute may retain student records for an appropriate period for verification, certification, academic, and administrative purposes.**

## **9. Minor Students**

**For students below 18 years of age, parental or guardian consent may be required for certain services and documentation.**

## **10. Changes to This Privacy Policy**

**The Institute reserves the right to modify or update this Privacy Policy at any time. Changes will be communicated through the official website, notice board, or other official communication channels.**

## **11. Contact Information**

For any questions, concerns, or complaints regarding this Privacy Policy, please contact:

National Fire Safety Institute of Research Technology

Email Address: [Support@nfsirt.com](mailto:Support@nfsirt.com)

## **Declaration**

National fire safety Institute of Research Technology is committed to ensuring that personal information is handled responsibly, securely, and only for legitimate institutional purposes.



**Authorized Signatory**

**National Fire Safety Institute of Research Technology**