**( Effective Date:** 1st Dec 2024 )

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This Privacy Notice includes important terms that describe how we handle your personal data and may also include provisions that limit our liability to you. By accessing or attempting to access any **AiRoHire.ai** platform, application, or service — or by acknowledging acceptance of this Privacy Notice — you confirm that you have read, understood, and agreed to be bound by its terms.

If you do not agree with the terms of this Privacy Notice, you must not access or use any part of the **AiRoHire.ai** platform or related services.

## 1. Who we are

iBizCatalyst Ventures Pvt. Ltd. ("**iBizCatalyst**", "**we**", "**our**", or "**us**") operates **AiRoHire.ai**, an AI-powered hiring and interview automation platform.We respect your privacy and are committed to protecting your personal data in accordance with applicable Indian and international data protection laws.

This Privacy Policy explains what information we collect, how we use it, and your rights in relation to that data.

By using AiRoHire.ai, you agree to the terms of this Privacy Policy.

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## 2. Scope

This Policy applies to all users ("**you**" or "**your**") accessing AiRoHire.ai—whether as candidates, recruiters, administrators, clients, or visitors.

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## 3. Data We Collect

Depending on your interaction with the platform, we may collect the following categories of information:

- Identity Data: Full name, email, phone number, organization, and designation.
- Account Data: Login credentials, device identifiers, and activity logs.
- Interview & Assessment Data: Audio/video recordings, screen monitoring data, AI scoring metrics, and assessment responses.
- Technical Data: Browser type, IP address, system configuration, and session analytics.
- Billing & Transaction Data: Payment method, invoices, and credit usage details.

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We do not intentionally collect data from individuals under 16 years of age.

AiRoHire.ai complies with the provisions of the Digital Personal Data Protection Act, 2023 (India) and other applicable international data-protection frameworks where relevant.

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### 4. Consent for Video Interview Recording & Data Usage

By participating in a video interview conducted through AiRoHire.ai, you acknowledge and consent to the access, recording, processing, and storage of your video, audio, and screen data for evaluation purposes.

## Acknowledgment & Agreement

- The video interview will be recorded, including video, audio, and screen activity, for evaluation, analysis, and record-keeping.
- By selecting the consent checkbox before starting the interview, you confirm that you have read, understood, and voluntarily agreed to these terms.
- You authorize iBizCatalyst Ventures Pvt. Ltd., the data controller of AiRoHire.ai, to collect and process such data lawfully for recruitment purposes.
- Participation is voluntary. You may withdraw consent at any time as described below; however, withdrawal may limit the employer's ability to complete your evaluation.

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### 5. Terms of the Video Interview

1. Consent for Recording

- You consent to the recording of your video, audio, and screen during the interview.
- The recording will be used to evaluate your skills, qualifications, and suitability for the role.
- You agree to ensure a stable internet connection, functional webcam and microphone, and a quiet environment for the interview.
- You shall not record, copy, share, or distribute any portion of the interview without written permission.

2. Data Storage & Confidentiality

- All recordings and related data will be securely stored in compliance with applicable privacy laws and internal company policies.
- Only authorized personnel involved in the recruitment or assessment process will have access to your data.
- Your data will be retained only as long as necessary for evaluation or as required by law, after which it will be securely deleted or anonymized.
- AiRoHire.ai will not share, sell, or disclose your data to unauthorized third parties for marketing or unrelated activities.

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3. Right to Withdraw Consent

- You may withdraw your consent to data processing related to your interview at any time by emailing privacy@ibizcatalyst.com.
- Withdrawal of consent will not affect the lawfulness of processing based on consent before its withdrawal.
- Please note that withdrawal may render continuation or completion of your hiring process impracticable.
- Upon receiving a withdrawal request, we will acknowledge receipt within 7 business days and confirm the action taken within a reasonable period, subject to contractual and legal obligations.

## 6. Purpose of Processing

Your data is processed to:

- Provide and improve AI-based interviews and candidate assessments.
- Verify identity and manage secure access.
- Facilitate client reporting and hiring workflows.
- Deliver account management, support, and notifications.
- Meet contractual and legal compliance requirements.

AiRoHire.ai uses automated and AI-based analysis tools to assist in evaluating candidates; however, all hiring decisions are ultimately made by human reviewers.

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## 7. Legal Basis for Processing

Processing is based on one or more of the following:

- Your explicit consent.
- Fulfillment of a contractual or pre-contractual obligation.
- Legitimate business interests of iBizCatalyst or its clients.
- Compliance with statutory or regulatory obligations.

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## 8. Data Sharing and Disclosure

We may share personal data with:

- Authorized clients, employers, and institutions using AiRoHire.ai for assessments.
- Verified service providers supporting hosting, analytics, and communication functions.
- Legal or governmental authorities where disclosure is required by law.
- Affiliates or subsidiaries of iBizCatalyst for business continuity purposes.

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We do **not** sell personal data or share it for unrelated marketing purposes.

For most processing activities**,** iBizCatalyst Ventures Pvt. Ltd. acts as the Data Controller for AiRoHire.ai. However, when processing data on behalf of enterprise clients (employers or institutions), AiRoHire.ai may act as a Data Processor under applicable laws.

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## 9. Data Security

We use encryption, access controls, firewalls, and secure network protocols to safeguard your information from unauthorized access, alteration, or loss.
You are responsible for maintaining the confidentiality of your account credentials and practicing safe login behavior.

## 10. Cross-Border Data Transfers & Safeguards

The AiRoHire.ai platform is primarily hosted on servers located in India. However, because we serve global clients and partners, your personal data may occasionally be processed or stored on secure servers outside India.

To ensure reliable delivery and support, AiRoHire.ai may engage trusted cloud providers and service vendors operating in multiple jurisdictions. Accordingly, your information may be transferred to and maintained on systems where privacy laws differ from those of your home region.

Data may also be shared among iBizCatalyst group entities and authorized partners when necessary for legitimate business operations.

When required by law, we obtain your explicit consent prior to cross-border transfers. By continuing to use the Platform, you acknowledge and consent to such transfers under this Policy. We apply equivalent or stronger data-protection safeguards to all international transfers.

AiRoHire.ai complies with all applicable legal requirements for international data transfers. Where necessary, we enter into Data Processing or Transfer Agreements with service providers — including Standard Contractual Clauses or other recognized mechanisms — to ensure adequate protection.

We also strive to ensure that any government or public-authority disclosures are limited, necessary, and lawful. If a conflict arises between public-authority demands and our privacy commitments, we will seek a lawful and practical resolution consistent with data-minimization principles.

AiRoHire.ai remains committed to secure, transparent, and lawful international data transfers in accordance with our privacy and security standards.

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## 11. Data Retention

We retain your personal data only as long as necessary to fulfill the purposes for which it was collected or as required by applicable law.
Once the retention period ends, we securely delete or anonymize your information.

## 12. Your Rights

You may exercise the following rights, as permitted by law:

- Access and review your personal data.
- Request correction or deletion.
- Withdraw consent where applicable.
- Restrict or object to processing.
- Request portability of your data.

If you are located in India, you have rights under the Digital Personal Data Protection Act, 2023, including the right to access, correct, erase, and nominate another person to exercise these rights in case of incapacity or death.

To exercise your rights, contact us at **privacy@airohire.ai**

## 13. Cookies and Tracking

AiRoHire.ai uses cookies and similar technologies for secure authentication, analytics, and improved user experience.
You can manage cookie preferences via your browser, though disabling them may limit certain functionalities.

## 14. Intellectual Property

All code, algorithms, content, and branding associated with AiRoHire.ai are proprietary to **iBizCatalyst Ventures Pvt. Ltd.**
Any unauthorized copying, redistribution, or modification is strictly prohibited.

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## 15. Limitation of Liability

While we adopt best-in-class security practices, no online platform is completely risk-free. iBizCatalyst shall not be liable for losses arising from incidents beyond reasonable control, including network disruptions or third-party system failures.

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## 16. Policy Updates

This Privacy Policy may be revised periodically.
Updates will be reflected with a new "Effective Date" on the AiRoHire.ai website.
Continued use of the platform after such updates constitutes your acceptance of the revised policy.

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## 17. Contact Information

**Data Protection Officer**
**iBizCatalyst Ventures Pvt. Ltd.**
No. 158, Ashoka Marada Rasthe, Karishma Hills, 80 Feet Road,
Subramanyapura Post, Doddakallasandra, Bangalore South – 560062, Karnataka, India
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