

Privacy Policy

Effective Date: 01-Jan-2026

This Privacy Policy applies to the mobile application **HRBook** developed by **Empower Logics**.

1. Information We Collect

We may collect the following types of information:

- Employee details such as name, employee ID, and department
- **Precise location data** (GPS) to verify attendance location
- Photos captured through the device camera for attendance verification
- **Device identifiers and device information**, such as device model and operating system
- Login credentials (if applicable)

2. How We Use Information

We use the collected information for:

- Marking and managing employee attendance
- Verifying employee identity through photo capture
- Validating employee location during attendance
- Improving app performance and security

3. Permissions We Use

Location Permission:

Our app collects location data to ensure that employees are marking attendance from authorised locations. This data is collected only when the app is in use.

Camera Permission:

The app uses the device camera to capture employee photos for attendance verification purposes.

4. Data Sharing

We do not sell, trade, or rent users' personal data to third parties.

Data is only shared with authorised personnel within the organisation for attendance and management purposes.

5. Data Storage and Security

We take appropriate security measures to protect your data.

All information is stored securely on company servers, and access is restricted to authorised users only.

6. Data Retention

We retain user data only as long as necessary for business and legal purposes.

7. User Rights

Users have the right to:

- Request access to their data
- Request correction of incorrect data
- Request deletion of their data

To make such requests, please contact us using the details below.

8. Children's Privacy

This app is not intended for use by individuals under the age of 18.

9. Changes to This Policy

We may update this Privacy Policy from time to time. Users are advised to review this page periodically.

10. Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at:

Empower Logics

Corporate Address: 711, 7th Floor, SVH 83 Metro Street View, Sector 83, Gurugram, Haryana - 122004

Registered Address: GROUND FLOOR, HOUSE NO-35, KH NO-100/11, JAIN NAGAR, 40 FUTA ROAD, KARALA, North West Delhi, Delhi, 110081

Email: sales@empowerlogics.com

Website: www.empowerlogics.com

Phone: +91-8368755047