

## Privacy Policy

This Privacy Policy describes how Gicavo owned and operated by Voxpou Private Limited ("Voxpou", "we", "us", or "our"), collects, uses, and discloses your information when you use our platform.

### Information We Collect

We collect several types of information from and about users of our platform:

- **Personal Information:** This includes information that can be used to identify you, such as your name, phone number, email address, and physical address.
- **Candidate Information:** When you use Gicavo as a candidate for an assessment, we may collect additional information from you, such as your image, work experience, and educational qualifications.
- **Proctoring Data:** To ensure the integrity of assessments, we may collect images and sound recordings during proctored exams, similar to platforms like HackerEarth.

### How We Use Your Information

We use the information we collect for various purposes, including:

- To facilitate and administer assessments.
- To verify your identity and prevent fraud.
- To communicate with you about assessments and other Gicavo services.
- To improve the Gicavo platform and develop new features.
- To comply with legal and regulatory requirements.

### Sharing Your Information

We may share your information with third parties in the following circumstances:

- With Voxpou and its affiliates.
- With service providers who help us operate and maintain the Gicavo platform.
- With organizations that sponsor or administer assessments on the Gicavo platform.
- As required by law or to comply with legal process.
- To protect the rights and safety of Gicavo, its users, or the public.

### Your Choices

You have certain choices regarding your information:

- You can choose not to provide certain information, but this may limit your ability to use the Gicavo platform.
- You can access and update your personal information through your Gicavo account settings.

### Data Security

We take reasonable steps to protect your information from unauthorized access, disclosure,

alteration, or destruction. However, no internet transmission or electronic storage is ever completely secure.

### **Children's Privacy**

Gicavo is not directed towards children under the age of 13. We do not knowingly collect personal information from children under 13.

### **Changes to this Privacy Policy**

We may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on the Gicavo platform.

### **Contact Us**

If you have any questions about this Privacy Policy, please contact us at [support@gicavo.com](mailto:support@gicavo.com).