

# Data Protection Policy

**Last Updated:** June 2026

## 1. Introduction

Rotex IT Solutions EST ("Rotex", "we", "our", or "us") is committed to protecting the confidentiality, integrity, and security of personal and business information entrusted to us.

This Data Protection Policy outlines how we collect, process, store, protect, and manage data in accordance with applicable data protection laws and industry best practices.

## 2. Scope

This policy applies to:

- Website visitors
- Prospective clients
- Existing clients
- Business partners
- Vendors and suppliers
- Employees and contractors where applicable

## 3. Data We May Collect

Rotex may collect and process:

- Name and contact details
- Company information
- Email addresses
- Telephone numbers
- Business documentation
- Project-related information
- Technical and website usage data
- Communication records

We collect only information necessary for legitimate business purposes.

## 4. Purpose of Data Processing

Information may be processed for:

- Client onboarding
- Service delivery
- Project management
- Customer support
- Business communications
- Legal and regulatory compliance
- Security and fraud prevention
- Website improvement and analytics

## **5. Data Security Measures**

Rotex implements reasonable administrative, technical, and organizational safeguards to protect data against:

- Unauthorized access
- Loss or theft
- Misuse
- Disclosure
- Alteration
- Destruction

Security measures may include access controls, password protection, encrypted systems, secure hosting environments, and restricted data access policies.

## **6. Confidentiality**

All client information and project-related data are treated as confidential and are accessed only by authorized personnel with a legitimate business need.

Rotex does not sell, rent, or disclose client information to unauthorized third parties.

## **7. Data Sharing**

Information may be shared only when necessary with:

- Authorized service providers
- Technology partners
- Professional advisors
- Regulatory or governmental authorities when legally required

All third parties are expected to maintain appropriate confidentiality and security standards.

## **8. Data Retention**

Rotex retains information only for as long as necessary to:

- Deliver services
- Fulfill contractual obligations
- Meet legal and regulatory requirements
- Resolve disputes
- Maintain business records

Information that is no longer required will be securely deleted or anonymized where appropriate.

## **9. Data Subject Rights**

Subject to applicable laws, individuals may request:

- Access to their personal information
- Correction of inaccurate information
- Deletion of personal information where legally permissible
- Restriction of processing
- Withdrawal of consent where applicable

Requests may be submitted through the contact details provided below.

## **10. International Data Transfers**

As a global service provider, Rotex may process information across multiple jurisdictions. Reasonable safeguards will be implemented to ensure appropriate protection of transferred data.

## **11. Compliance Statement**

Rotex IT Solutions EST is a technology consulting and business services company. We do not provide brokerage services, trading services, investment advice, portfolio management services, or accept client funds.

All information collected is processed solely for legitimate business and operational purposes.

## **12. Policy Updates**

Rotex reserves the right to update this Data Protection Policy at any time. Any updates will be published on this page and become effective immediately upon publication.

## 13. Contact Information

**Rotex IT Solutions EST**

2807, Churchill Executive Tower  
Business Bay, Dubai, UAE

Email: [enquiry@itsrotex.com](mailto:enquiry@itsrotex.com)

Website: <https://itsrotex.com>

For any data protection or privacy-related inquiries, please contact us using the details above.