



Nature's Basket

The Information Technology Act, 2000

Scope of applicability:

Every employee using electronic data interchange or means of electronic communication need to maintain following

Legal Obligation on the employee

1. Ensure that no material which is obscene is published or transmitted.
2. Ensure that no information residing in a computer resource is deleted, or its value diminished or its utility affected so as to cause wrongful loss or damage to the public or any person.
3. Ensure that no computer source code used for a computer, computer programme, computer system or computer network is concealed, destroyed or altered.
4. Ensure that : I) the information is collected for a lawful purpose connected with a function or activity of the body corporate or any person on its behalf and ii) the collection of the sensitive personal data or information is considered necessary for that purpose.
5. Ensure that the person concerned is having the knowledge of: I) the fact that the information is being collected; ii) the purpose for which the information is being collected; iii) the intended recipients of the information; and iv) the name and address of the agency that is collecting the information; and v) the name and address of the agency that will retain the information.
6. Ensure not to hold the data or information for longer period than that is required for the purposes for which the information is to be used.
7. Ensure not to publish any sensitive personal data or information.
8. Obtain the consent of the provider of such information.
9. Obtain consent in writing through : i) letter or ii) Fax or iii) email from the provider of the sensitive personal data or information regarding purpose of usage before collection of such information
10. Obtain prior permission from the provider of information, who has provided such information under a lawful contract or otherwise