

DATA PRINCIPAL RIGHTS (DSR) REQUEST FORM

Impact Saathi Platform

Issued pursuant to the Digital Personal Data Protection Act, 2023 and the Impact Saathi Privacy Policy / Privacy Notice

Use this form to exercise your rights as a Data Principal under the Digital Personal Data Protection Act, 2023 (“DPDP Act”) in respect of personal data processed through the Impact Saathi Platform. Please complete all applicable sections and submit the form, along with any supporting documents, using the contact details in Section F. If your request relates to a specific NGO, charitable trust, or corporate Organization using the Platform (the “Data Fiduciary”), please identify that Organization in Section A – Impact Saathi processes personal data only as a Data Processor on the Data Fiduciary's instructions and will route your request accordingly.

A. Requester Details

Full Name	
Relationship to Platform (Donor / Lawful Guardian / Nominee / Other)	
Registered Email Address	
Registered Mobile Number	
Platform Username / Donor ID (if known)	
Relevant Data Fiduciary – NGO / Charitable Trust / Corporate Organization	
Postal Address	

B. Identity Verification

To protect your personal data from unauthorized access, we are required to verify your identity before processing this request. Please indicate the identity document you will provide as proof (a copy should accompany this form; you may redact all but the last 4 digits):

☐ Aadhaar _____

☐ PAN Card _____

If this request is made by a parent or lawful guardian on behalf of a child, or by a nominee on behalf of a deceased or incapacitated Data Principal, please also attach proof of such relationship or authority (e.g., birth certificate, guardianship order, nomination record, succession certificate).

C. Nature of Request (select all that apply)

- ☐ Right to Access – a summary of my personal data and processing activities undertaken
- ☐ Right to Correction – correction of inaccurate or misleading personal data
- ☐ Right to Completion / Updating – updating of incomplete or outdated personal data

- ☐ Right to Erasure – deletion of my personal data (where no longer necessary or legally required to be retained)
- ☐ Right to Grievance Redressal – in respect of an act or omission regarding processing of my personal data or exercise of my rights
- ☐ Right to Withdraw Consent – withdrawal of previously given consent for a specified processing purpose
- ☐ Right to Nominate – registering a nominee to exercise my rights in the event of death or incapacity
- ☐ Other (please specify): _____

D. Details of Request

Please describe your request in as much detail as possible, including the specific personal data or processing activity concerned, and the outcome you are seeking. Attach additional pages if required.

E. Supporting Documents Enclosed

- ☐ Copy of identity proof (as indicated in Section B)
- ☐ Proof of guardianship / nomination / succession (if applicable)
- ☐ Donation receipt(s) or transaction reference(s) relevant to this request
- ☐ Other supporting document(s): _____

F. Declaration and Signature

I confirm that the information provided in this form is true and accurate to the best of my knowledge, and that I am the Data Principal to whom this personal data relates, or am authorized to make this request on their behalf as indicated in Section A and B above.

Signature	
Date	
Place	

Submission and Contact Details

Completed forms, together with supporting documents, may be submitted to:

Email: hello@impactsaathi.com

Postal Address: Impact Saathi Technologies Private Limited, Room No. 104, Sharda Launchpad, Block 2, Sharda University, Plot No. 32-34, Knowledge Park III, Greater Noida, Uttar Pradesh — 201310 For grievances relating to a specific NGO, charitable trust, or corporate Organization's handling of your personal data as Data Fiduciary, you may also contact that Organization directly. If you are unable to identify the relevant Data Fiduciary, Impact Saathi will assist in directing your request.