



PRIVACY POLICY & CONSENT

Heritage Recipe Collection Initiative

Rasa Mantapa — “Every Meal Tells a Story”

Collection of family & village recipes across Belagavi district, Karnataka, India

Rasa Mantapa • Belagavi

Version 1.0 • Effective date: 08 Aug 2026 • Prepared in compliance with the DPDP Act 2023 (read with the DPDP Rules 2025) and the EU GDPR

What this document contains

Part	Contents	Who uses it
Part A	Privacy Policy / Notice — the full explanation of what data you collect and how you handle it (clauses 1–20)	Publish online and display/hand out at collection points
Part B	Contributor Consent Form — the signable form each adult contributor completes	Every contributor aged 18+ signs one
Part C	Parent / Guardian Consent Form — for contributors under 18 or who need a guardian to act for them	Signed by the parent or lawful guardian

PART A

Privacy Policy & Data Protection Notice

1. Introduction & Scope

This Privacy Policy (this “**Policy**”) explains how Rasa Mantapa (“**we**”, “**us**”, “**our**”, and where the context requires, the “**Data Fiduciary**” under Indian law or the “**Data Controller**” under the GDPR) collects, uses, stores, shares and protects personal data of individuals who contribute recipes to the Rasa Mantapa Heritage Recipe Collection Initiative (the “**Initiative**”).

The Initiative gathers traditional, family and village recipes from people across the Belagavi district — its city, talukas and villages — to document, preserve and celebrate the region’s culinary heritage, and to develop dishes served by Rasa Mantapa. When you contribute a recipe, you may share limited personal data such as your name and phone number. This Policy tells you exactly what we do with that information and the rights you have.

1.1 Who this Policy applies to

- Anyone who submits a recipe, story, photograph or related information to the Initiative (a “Contributor” / a “Data Principal” under Indian law or “Data Subject” under the GDPR).
- Contributions made in person, on paper, by telephone, through our website or app, at collection events, or through our representatives visiting villages and talukas.

1.2 The laws we follow

We handle your personal data in accordance with the **Digital Personal Data Protection Act, 2023 (India)**, read with the **Digital Personal Data Protection Rules, 2025** (together, the “**DPDP law**”), and, where it applies to contributions from individuals in the European Union or United Kingdom, the **EU/UK General Data Protection Regulation (“GDPR”)**.

2. Who We Are — Contact Details

We are the organisation responsible for deciding how and why your personal data is processed. You can contact us using the details below for any question about this Policy or your personal data.

Detail	Information
Data Fiduciary / Controller	Rasa Mantapa
Registered address	Belagavi
Grievance Officer (India) (as required by the DPDP law)	Name: Rasa Mantapa Email: forgottenflavoursbelagavi@gmail.com
Data Protection Officer (if appointed — see note)	Not applicable
General enquiries	forgottenflavoursbelagavi@gmail.com

3. What Personal Data We Collect

We deliberately collect the minimum personal data needed to run the Initiative fairly and to credit contributors. We collect:

Category	Examples	Mandatory or optional
Identity data	Your name (and, if you choose, the family or village name you would like credited)	Name: required for attribution
Contact data	Phone number; email address (if you provide one); village / taluka / town	Phone: required for verification; email & location: optional
Contribution data	The recipe itself, ingredients and method, its name, and any story, origin or history you share about it	Provided by you as your contribution
Media data	Photographs, audio or video of you, your family or the dish — only if you agree (see clause 8)	Optional — separate consent
Correspondence	Records of your communications with us about your contribution	Created when you contact us

3.1 Sensitive and children’s data

- We do not seek special-category / sensitive personal data (such as health, religion, caste, financial or biometric data). Please do not include such details in your recipe or story. If you do, you consent to us holding it for this Initiative, and you may ask us to remove it at any time.
- **Children:** If a Contributor is under 18 years of age, we require verifiable consent from a parent or lawful guardian before we collect or use their personal data, in line with the DPDP law. See clause 7 and the Part C form.

4. How We Collect Your Data

- Directly from you — when you fill in a recipe submission form (on paper, online, or through our app), speak to our representatives in your village or taluka, telephone us, or take part in a collection event.
- Through our representatives — field volunteers or staff who record your recipe and details with your consent, reading this notice to you where needed.
- We do not buy contributor lists or collect your data from third parties for this Initiative.

5. Why We Use Your Data — Purposes of Processing

We use your personal data only for the specific purposes below. We will not use it for unrelated purposes without asking you again.

Purpose	What this means
Managing your contribution	Recording, organising and cataloguing the recipes we receive
Verification	Contacting you by phone to confirm that the recipe is genuinely yours and to clarify details
Attribution & credit	Crediting you, your family or your village as the source of a recipe, according to the credit preference you choose
Documentation & preservation	Compiling recipes into a heritage archive, book or digital collection celebrating Belagavi’s food culture

Purpose	What this means
Menu & product development	Developing, adapting and serving dishes inspired by contributed recipes at Rasa Mantapa (see clause 6 on recipe rights)
Communication	Responding to your queries and, where relevant, telling you if your recipe is selected or featured
Optional updates & marketing	Only if you separately opt in: sending you news about the Initiative, the recipe book, events or Rasa Mantapa openings
Legal compliance	Keeping records we are required to keep and responding to lawful requests

6. Our Legal Basis for Processing

6.1 Under the DPDP law (India)

We process your personal data on the basis of your consent, which you give by completing the consent form in Part B (or Part C for a child). That consent is free, specific, informed, unconditional and unambiguous, and given by a clear affirmative action — as the DPDP law requires.

6.2 Under the GDPR (where it applies)

- **Consent (Article 6(1)(a))** — for using your data to run the Initiative, credit you, and (if you opt in) send you updates.
- **Legitimate interests (Article 6(1)(f))** — for keeping proper records of contributions and protecting the archive, where this does not override your rights. You can object to this (clause 12).

7. Your Recipe & Intellectual Property — Rights You Grant

This clause is about your recipe (not your personal data). It matters because the Initiative may serve or publish dishes based on what you share. We want to be transparent and fair about this.

- A recipe — a list of ingredients and a method — generally cannot be owned outright under copyright law, though the specific way you write it or the story around it can be. To avoid any doubt, and so we can lawfully use, adapt, publish and serve dishes based on your contribution, you grant us a permission (licence) to do so.
- **By contributing, you grant us a non-exclusive, royalty-free, worldwide, perpetual licence** to use, reproduce, adapt, modify, publish and commercialise your contributed recipe and its story — including in our archive, any recipe book, our menus and our marketing — with attribution according to your chosen credit preference.
- You keep the right to use and share your own recipe yourself. This licence is not exclusive, so you are free to give the same recipe to anyone else or use it in your own cooking or business.
- You confirm that the recipe is one you are entitled to share, and that sharing it with us does not break any promise or agreement you have with someone else.

8. Photographs, Audio & Video

- We will only photograph or film you, your family or your dish, and use those images, if you give separate permission on the consent form.

- If you agree, you grant us permission to use that media to document the Initiative and to promote the recipe collection, the book and Rasa Mantapa, with credit as you choose.
- You can decline media use and still contribute your recipe. You can also ask us to stop using your image in future materials at any time (we may be unable to recall items already printed or published).

9. Who We Share Your Data With

We do not sell your personal data. We share it only as described here:

We may share with	Purpose & safeguards
Our staff & authorised volunteers	Only those who need it to run the Initiative, bound by confidentiality
Service providers (Data Processors)	Trusted providers who help us — e.g. cloud storage, form / survey tools, printing or design partners — acting only on our written instructions and required to protect your data
Publishing / archive partners	If we produce a recipe book or public archive, to publish your recipe and chosen credit (not your phone number)
Legal & regulatory bodies	Where we are required by law, or to the Data Protection Board of India in connection with a lawful request or complaint

- What we publish: when a recipe is featured, we publish the recipe, its story, and your chosen credit (for example your first name and village). We do not publish your phone number, full address or other contact details.
- We require every Data Processor to protect your data to the standard this Policy describes, and to use it only for the purpose we specify.

10. How Long We Keep Your Data

We keep personal data only for as long as we need it for the purposes in clause 5, and no longer, in line with the storage-limitation principle of both the DPDP law and the GDPR.

Data	Retention period
Contribution data (the recipe & story)	Kept as part of the heritage archive on an ongoing basis, under the licence in clause 7
Contact data (phone / email / location)	Kept for the duration of the Initiative and up to 30 days after your last contact, then deleted or anonymised — unless you have opted in to updates, in which case until you withdraw
Media (photos / audio / video)	Kept while used for the archive and promotion; removed from active use on request
Consent records	Kept for as long as we rely on your consent and for 7 years afterwards, to evidence that consent was given

- When we no longer need your contact details, we either delete them or irreversibly anonymise them so a recipe can remain in the archive without identifying you (if you ask us to remove your identifying details).

11. How We Protect Your Data

We take reasonable security safeguards to protect your personal data against loss, misuse, unauthorised access, disclosure or alteration, as required by the DPDP law and the GDPR. These include:

- Storing digital data with access limited to authorised people, protected by passwords and, where appropriate, encryption.
- Keeping any paper forms in secure, restricted locations and transferring them to secure digital storage promptly.
- Limiting access on a need-to-know basis and requiring confidentiality from staff, volunteers and processors.
- Reviewing our practices periodically and correcting weaknesses we find.
- No system is perfectly secure, but we work to protect your data and to respond quickly if something goes wrong (see clause 12).

12. Data Breaches

- If a personal data breach occurs, we will act promptly to contain and assess it.
- **India:** we will notify the Data Protection Board of India and affected individuals as required by the DPDP law and the DPDP Rules 2025.
- **GDPR:** where the GDPR applies, we will notify the relevant supervisory authority without undue delay and, where feasible, within 72 hours, and tell affected individuals where the breach is likely to result in a high risk to them.

13. Storage & International Transfers

- We primarily store and process your data in India.
- Some service providers (for example cloud or form tools) may process data on servers outside India. Where they do, we take steps to ensure your data remains protected to the standard in this Policy, consistent with the DPDP law (which permits transfers except to countries the Government restricts) and, for GDPR data, using lawful transfer mechanisms such as Standard Contractual Clauses.

14. Your Rights

14.1 Your rights under the DPDP law (India)

- **Right to access** — to ask what personal data of yours we hold and how we use and share it.
- **Right to correction & erasure** — to have inaccurate data corrected, completed or updated, and to have your personal data erased where it is no longer needed.
- **Right to withdraw consent** — to withdraw your consent at any time, as easily as you gave it (see clause 15). Withdrawal does not affect processing already carried out.
- **Right of grievance redressal** — to have your complaint addressed by our Grievance Officer.
- **Right to nominate** — to nominate another person to exercise your rights in the event of your death or incapacity.

14.2 Additional rights under the GDPR (where it applies)

- Rights of access, rectification and erasure (as above), plus the rights to restrict processing, to data portability, to object to processing based on legitimate interests, and not to be subject to solely automated decisions with legal or similarly significant effects (we do not carry out such automated decision-making).

- The right to lodge a complaint with your local data-protection supervisory authority.

14.3 How to exercise your rights

Contact our Grievance Officer or write to forgottenflavoursbelagavi@gmail.com. We will verify your identity and respond within the timelines set by the applicable law. Exercising these rights is free, unless a request is manifestly unfounded or excessive.

15. Withdrawing Your Consent

- **You can withdraw your consent at any time** by contacting us using the details in clause 2, or by using any withdrawal option we provide (such as a link in a message or a request to a representative).
- On withdrawal, we will stop the processing that relied on your consent, unless we are legally required or permitted to continue. If you withdraw the recipe licence in clause 7, we will stop new uses of your recipe, though we may be unable to withdraw items already printed or published.
- We will not make withdrawing consent harder than giving it, and we will not penalise you for withdrawing.

16. Children's & Guardianship Data

- If a Contributor is under 18, we collect and use their personal data only with verifiable consent from a parent or lawful guardian, obtained through the Part C form.
- We do not carry out tracking, behavioural monitoring or targeted advertising directed at children, consistent with the DPDP law.
- Where a Contributor is a person with a disability who is unable to provide consent independently, we obtain consent from their lawful guardian.

17. Website & Cookies

If you submit a recipe through our website or app, we may use limited cookies or similar technologies necessary to operate the form and understand basic usage.

18. Changes to This Policy

- We may update this Policy from time to time. The version number and effective date at the top show when it last changed.
- If we make a significant change to how we use your data, we will take reasonable steps to inform contributors and, where the law requires, seek fresh consent.

19. Complaints & Escalation

- **First, contact us:** please raise any concern with our Grievance Officer (clause 2). We aim to resolve grievances promptly and within the timelines prescribed under the DPDP Rules 2025.
- **India — Data Protection Board:** if you are not satisfied, you may complain to the Data Protection Board of India, established under the DPDP law.
- **GDPR:** where the GDPR applies, you may complain to your local supervisory authority.

20. Governing Law

This Policy is governed by the laws of India, and the courts at [Belagavi](#) shall have jurisdiction, without prejudice to any mandatory rights you have under the GDPR or your local law.

By contributing to the Initiative and signing the consent form, you confirm that you have read and understood this Policy.

PART B

Contributor Consent Form

For contributors aged 18 and above • Please complete in BLOCK letters



Notice to the contributor (please read, or ask us to read this to you)

We, Rasa Mantapa, are collecting your recipe and limited personal data (your name and phone number, and optionally your email and village) to document Belagavi's food heritage, to verify and credit your recipe, and to develop dishes for Rasa Mantapa, as explained in our Privacy Policy (Part A). We rely on your consent. You can withdraw it at any time by contacting forgottenflavoursbelagavi@gmail.com. You have rights to access, correct, and erase your data, to grievance redressal, and to nominate someone to act for you. If unsatisfied, you may complain to the Data Protection Board of India.

1. Your details

Full name: _____

Phone number: _____ Email (optional): _____

Village / Taluka / Town: _____ Date: _____

2. Your recipe

Recipe name: _____

Recipe / ingredients / method / its story (attach a separate sheet if needed):

3. How would you like to be credited?

- ☐ Credit me by my full name
- ☐ Credit me by first name and village only (e.g. "Lakshmi, from Kittur")
- ☐ Credit my family / village name only
- ☐ Do not credit me — keep my contribution anonymous

4. Your consent

Please tick each box you agree to. You must tick 4.1 to contribute. The others are optional.

- ☐ **4.1 I have read (or had read to me) and understood the Privacy Policy, and I consent to the collection and use of my personal data for the core purposes of the Initiative — managing, verifying, cataloguing and crediting my recipe.**

☐ **4.2 I grant a non-exclusive, royalty-free, worldwide, perpetual licence to use, adapt, publish and commercialise my contributed recipe and its story (including in an archive, book, menu and marketing), with credit as chosen above. I confirm the recipe is mine to share.**

☐ 4.3 I agree that my photograph / audio / video, and that of my dish, may be taken and used to document and promote the Initiative and Rasa Mantapa. (Optional)

☐ 4.4 I would like to receive occasional updates about the Initiative, the recipe book, events and Rasa Mantapa by phone / email. (Optional)

5. Language & understanding

☐ This form / notice was provided to me in a language I understand (English / ಕನ್ನಡ Kannada / other: _____).

☐ Where I could not read it myself, it was read and explained to me by the representative named below, and I confirm I understood it before signing.

6. Signature

Contributor signature / thumb impression: _____ Date: _____

Representative name (if assisted): _____ Representative signature: _____

For office use

Received by: _____ Date: _____ Reference no.: _____

Consent stored (digital copy) ☐

PART C

Parent / Guardian Consent Form

For contributors under 18, or who need a lawful guardian to act for them

Why this form

Under India's DPDP law, the personal data of anyone under 18 may only be collected and used with the verifiable consent of a parent or lawful guardian. Please complete this form in addition to Part B (Part B may be completed on the child's behalf).

1. Child / contributor details

Child's full name: _____

Age: _____ Village / Taluka / Town: _____

Recipe name: _____

2. Parent / guardian details

Parent / guardian full name: _____

Relationship to child: _____ Phone number: _____

Email (optional): _____

3. Guardian consent

Please tick each box you agree to. 3.1 is required.

- ☐ **3.1 I am the parent / lawful guardian of the child named above. I have read (or had read to me) and understood the Privacy Policy, and I consent, on the child's behalf, to the collection and use of the child's personal data and recipe for the core purposes of the Initiative.**
- ☐ **3.2 On the child's behalf, I grant the non-exclusive, royalty-free, worldwide, perpetual licence to use, adapt, publish and commercialise the contributed recipe and its story, with credit as chosen. I confirm the recipe is theirs / the family's to share.**
- ☐ **3.3 I consent to the child's / dish's photograph / audio / video being taken and used to document and promote the Initiative. (Optional)**
- ☐ **3.4 I confirm no behavioural tracking or targeted advertising is directed at the child, as stated in the Policy.**

4. Credit preference

- ☐ Credit by child's first name and village
- ☐ Credit family / village name only
- ☐ Keep anonymous

5. Language & understanding

- ☐ This form / notice was provided in a language I understand (English / ಕನ್ನಡ Kannada / other: _____), and explained to me where needed.

6. Signature

Parent / guardian signature / thumb impression: _____ Date: _____

Representative name (if assisted): _____ Representative signature: _____

For office use

Received by: _____ Date: _____ Reference no.: _____

Guardian ID verified ☐ Consent stored ☐

Rasa Mantapa — Heritage Recipe Collection Initiative

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