



# PRIVACY POLICY

## PRIVACY POLICY

This privacy policy lets you know about what happens to any personal data that you give to us, or any that we collect from or about you. We take the protection of your personal data very seriously.

## CHANGES TO THIS PRIVACY POLICY

We may change this privacy policy from time to time by updating this page in order to reflect changes in law and/or our privacy practices. This privacy policy was last updated on 15th May 2018.

## ACCURACY INTERNATIONAL LTD

We are Accuracy International Ltd and can be contacted in writing at:

PO Box 81, Portsmouth, Hampshire PO3 5SJ or through our contacts section of this website

## WHAT PERSONAL INFORMATION DO WE COLLECT ABOUT YOU?

Personal information that we may process in connection with our products and services, if relevant, may include:

- Personal contact details for example name, company, job title, contact details, email address and phone number.
- Records of your contact with us such as notes from telephone conversations, email correspondence and meetings at events.
- Products and services you buy from us, as well as have been interested in.

## HOW DO WE COLLECT YOUR PERSONAL INFORMATION?

We collect personal information in the following ways:

### • Website 'cookies'

Cookies are small text files placed on your computer to collect standard internet log information. This information can be used to track visitor use of the website and to compile statistical reports on website activity. For further information visit [www.aboutcookies.org](http://www.aboutcookies.org) or [www.allaboutcookies.org](http://www.allaboutcookies.org). You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser.

- From you directly

## WE USE YOUR PERSONAL DATA FOR THE FOLLOWING PURPOSES:

- Purchasing our products and services and managing any aspect of that product or service
- To provide insight and analysis to help us improve products or services

## WHAT ARE THE LEGAL GROUNDS FOR OUR PROCESSING OF YOUR PERSONAL INFORMATION?

We rely on the following bases to use your personal information:

- Where it is needed to provide you with our products and service

## WHEN/HOW DO WE SHARE YOUR PERSONAL INFORMATION?

We do not sell or share your information to third parties.

## HOW LONG DO WE KEEP YOUR INFORMATION FOR?

We do not retain personal information in an identifiable format for longer than is necessary.

## YOUR RIGHTS

You have the right to request a copy of the information that we hold about you. If you would like a copy of some, or all, of your personal information, please contact us.

## HOW TO CONTACT US

- Email us at [datacontrol@accint.org](mailto:datacontrol@accint.org)
- Write to us at PO Box 81, Portsmouth, Hampshire PO3 5SJ stating your full name and contact details.