



## Privacy Notice

Integrity Security Group Limited is committed to protecting your privacy and protecting any data that we collect concerning you. This notice sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.

Please read this Privacy notice carefully and ensure that you understand it. Your acceptance of our Privacy notice is deemed to occur upon your first use of our website - [www.integrity-uk.com](http://www.integrity-uk.com) and by use of our services.

This Privacy notice applies only to use of our website and services. Our website contains links to other websites. Please note that Integrity has no control over how your data is collected, stored, or used by other websites and advise you to check the privacy policies / notices of any such websites before providing any data to them.

## Information Collected

We may collect any or all of the information that you give us through any means, including but not limited to: filling in forms on this website, by corresponding with us by phone, e-mail or otherwise, engaging our services. Depending on the type of transaction you enter into we may collect your name, business name and address, business telephone number, business email address, security information and codes and other relevant data.

Data collected in the UK is held in accordance with the General Data Protection Regulation (GDPR). All reasonable precautions consistent with good industry practices are taken to prevent unauthorised access to this information. This safeguard may require you to provide additional forms of identity should you wish to obtain information about your account details.

## Information we collect about you when you visit our website

We use Google Analytics, a website monitoring tool, to collect information about visitor behaviour on our website. This in turn allows optimisation of the content and pages on [www.integrity-uk.com](http://www.integrity-uk.com) and the marketing programs that drive traffic to the website. Each time you visit our site we will automatically collect the following information:

- Technical information, including the Internet protocol (IP) address used to connect your computer to the Internet, as well as browser type and version.
- Information about your visit, including the full Uniform Resource Locators (URL), to, through and from our site (including date and time), pages you viewed or searched for, page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs) and methods used to browse away from the page.

This Analytics data is collected via a JavaScript tag in the pages of our site and is not tied to personally identifiable information. We therefore do not collect or store your personal information (e.g. your name or address) so this information cannot be used to identify who you are.

You may universally opt-out of all Google Analytics tracking used by all websites by visiting the following <https://tools.google.com/dlpage/gaoptout>



## **Information Use and legal basis for processing**

We use the information collected primarily to process the task for which you requested of us either via the website or through any other communication. We may also send communications to you on, including but not limited to, service provision, billing, meetings, our performance, new products/services. If you want to opt out, simply email us at [info@integrity-uk.com](mailto:info@integrity-uk.com) and we will update our data.

For our clients the legal basis for the processing of personal data is contract. For other users it will be our legitimate business interests, although we may also rely on consent for specific uses of data.

## **Cookies**

Our website uses cookies to distinguish you from other users of our website, provide important site functionality and identify problems with the website.

This helps us to provide you with a good experience when you browse our website and allows us to improve our site. By using the website, you consent to the use of cookies for these purposes. If you would like to know more information on cookies or how to control or delete them, then we recommend you visit <http://www.aboutcookies.org> for detailed guidance.

Blocking cookies will, however, have a negative impact upon the usability of many websites.

## **Disclosing Information**

We do not disclose any personal information obtained about you from our website to third parties except when we need to do so in order to conduct our business and complete necessary transactions. We may also use the information to keep in contact with you and inform you of developments associated with our organisation. You will be given the opportunity to opt-out from any mailing list or similar device. If at any time in the future we should wish to disclose information collected on this website to any third party, it would only be with your knowledge and consent.

We may from time to time provide information of a general nature to third parties – for example, the number of individuals visiting our website or completing a form, but we will not use any information that could identify those individuals.

## **Where we store and process your personal data**

Your data will only be stored within the European Economic Area (“the EEA”) (The EEA consists of all EU member states, plus Norway, Iceland, and Liechtenstein). Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

## **Retention of data**

We understand our legal duty to retain accurate data and only retain personal data for as long as we need it for our legitimate business interests and that you are happy for us to do so. After such time, we will only keep the relevant personal data on our suppression list to ensure we no longer contact



you. Accordingly, we run routine data cleansing to remove data that we no longer have a legitimate business interest in maintaining.

### **Access to data and your rights**

The General Data Protection Regulation gives you the right to access information held about you. We also encourage you to contact us to ensure your data is accurate and complete. You have the right to ask us not to process your personal data. For further information about your rights or if you want to make a complaint about the way we have processed your information, you can contact the ICO who oversee data protection law – [www.ico.org.uk](http://www.ico.org.uk)

If you would like to access the data we hold about you, withdraw consent or exercise your 'right to be forgotten', please email [info@integrity-uk.com](mailto:info@integrity-uk.com)

### **Changes to this privacy notice**

Any changes to our Privacy notice will be placed here and will supersede this current version. We will take reasonable steps to draw your attention to any changes in our notice and you will be deemed to have accepted the terms of the latest Privacy notice on your first use of the website following the alterations. However, to be on the safe side, we suggest that you read this document each time you use the website to ensure that it still meets with your approval. This notice is effective from 25th May 2018.

### **Contacting Us**

If you have any questions about our Privacy notice, or if you want to know what information we have collected about you, please email us at [info@integrity-uk.com](mailto:info@integrity-uk.com) You can also correct any errors in that information or require us to remove your details from any list under our control

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