



STATS GROUP
Managing Pressure, Minimising Risk

Privacy Policy

Privacy Notice

Introduction

This document refers to personal data, which is defined as information concerning any living person (a natural person who hereafter will be called the Data Subject) that is not already in the public domain.

The General Data Protection Regulation (GDPR) seeks to protect and enhance the rights of data subjects. These rights cover the safeguarding of personal data, protection against the unlawful processing of personal data and the unrestricted movement of personal data within the EU. It should be noted that GDPR does not apply to information already in the public domain.



STATS Group is pleased to provide the following Privacy Notice:

Personal Data

STATS Group collects and processes personal data relating its clients, subcontractors and suppliers to in order to manage the our relationships and comply with our responsibilities throughout the supply chain. STATS Group is committed to being transparent about how it collects and uses that data and to meeting its duty of compliance and data protection obligations. STATS Group uses the information collected from you to meet contractual obligations, provide services, quotations, make contact and provide marketing information which STATS Group believes may be of interest to you and your business. In making initial contact, you consent to STATS Group maintaining a dialogue with you until you either opt out (which you can do at any stage) or we decide to desist in promoting our services or conducting the other types of transaction mentioned, including when STATS Group acts on behalf of, or provides information to its clients and/or vendors in the capacity of data processor. STATS Group will work hard to ensure that we require compliance with the directive form our clients and suppliers and a condition of doing business.

Some personal data may be collected about you from the forms and surveys you complete, from records of our correspondence and phone calls and details of your visits to our website.

STATS Group' website uses cookies to help STATS Group identify and track visitors and their website access preferences. STATS Group website visitors who do not wish to have cookies placed on their computers should set their browsers to refuse cookies before using www.statsgroup.com' website.

STATS Group will only collect the information needed so that it can provide you with marketing and consulting services or necessary notifications, STATS Group does not sell your data.

Legal basis for processing any personal data

To meet STATS Group' contractual obligations, duty of compliance and to respond to marketing enquiries.



Legitimate interests pursued by STATS Group and/or its clients and supply chain

The Company needs to process data to enter into a contract with you and to meet its obligations under your subcontract or supply contract.

In some cases, STATS Group needs to process data to ensure that it is complying with its legal obligations.

In other cases, the Company has a legitimate interest in processing personal data before, during and after the end of the contractual relationship and with consent to promote services offered by STATS Group and/or to market the services and/or products offered by STATS Group' to existing clients.

Consent

Through agreeing to this privacy notice you are consenting to STATS Group processing your personal data for the purposes outlined. You can withdraw consent at any time by emailing DPO@statsgroup.com or writing to us, see last section for full contact details.

Disclosure

STATS Group may on occasions pass your Personal Information to third parties exclusively to process work on its behalf. STATS Group requires these parties to agree to process this information based on our instructions and requirements consistent with this Privacy Notice and GDPR.

STATS Group do not pass on information gained from your engagement with the company without your consent. However, STATS Group may disclose your Personal Information to meet legal obligations, regulations or valid governmental request. The company may also enforce its Terms and Conditions, including investigating potential violations of its Terms and Conditions to detect, prevent or mitigate fraud or security or technical issues; or to protect against imminent harm to the rights, property or safety of STATS Group its clients and/or the wider community.

Retention Policy

STATS Group will process personal data during the duration of any contract and will continue to store only the personal data needed for six years after the contract has expired to meet any legal obligations. After six years any personal data not needed will be deleted.

Data storage

Data is held primarily in the United Kingdom using different (multiple) servers.



Your rights as a data subject

At any point whilst STATS Group is in possession of or processing your personal data, all data subjects have the following rights:

- **Right of access** – you have the right to request a copy of the information that we hold about you.
- **Right of rectification** – you have a right to correct data that we hold about you that is inaccurate or incomplete.
- **Right to be forgotten** – in certain circumstances you can ask for the data we hold about you to be erased from our records.
- **Right to object** – you have the right to object to certain types of processing such as direct marketing.

In the event that STATS Group refuses your request under rights of access, we will provide you with a reason as to why, which you have the right to legally challenge.

STATS Group at your request can confirm what information it holds about you and how it is processed

You can request the following information:

- Identity and the contact details of the person or organisation (STATS Group) that has determined how and why to process your data.
- Contact details of the data protection officer, where applicable.
- The purpose of the processing as well as the legal basis for processing.
- If the processing is based on the legitimate interests of STATS Group or a third party such as one of its clients, information about those interests.
- The categories of personal data collected, stored and processed.
- How long the data will be stored.
- Details of your rights to correct, erase, restrict or object to such processing.
- Information about your right to withdraw consent at any time.
- How to lodge a complaint with the supervisory authority (Data Protection Regulator).
- Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether you are obliged to provide the personal data and the possible consequences of failing to provide such data.



To access what personal data is held, identification will be required

STATS Group will accept the following forms of ID when information on your personal data is requested: a copy of your national ID card, driving license, passport, birth certificate and a utility bill not older than three months. A minimum of one piece of photographic ID listed above and a supporting document is required. If STATS Group is dissatisfied with the quality, further information may be sought before personal data can be released.

All requests should be made to dpo@statsgroup.com or by phoning +44 1224 772 461 or writing to us at the address below.

Complaints

In the event that you wish to make an enquiry or complaint about how your personal data is being processed by STATS Group or its partners, you have the right to complain to STATS Group' DPO.

The details for each of these contacts are:

Attention of the DPO

STATS Group
STATS House
Tofthills Way
Aberdeenshire
AB51 0QG
Scotland

Telephone +44 1224 772 461 or email dpo@statsgroup.com