

PRIVACY POLICY

Introduction

Welcome to the HR Partner privacy notice. We are Business Consulting Ltd trading as HR Partner.

HR Partner respects your privacy and is committed to protecting any data that you share with us. This privacy notice will inform you as to how we look after your data when you visit our website (regardless of where you visit it from) and tell you about your privacy rights and how the law protects you.

This privacy notice aims to give you information on how HR Partner collects and processes your data through your use of this website, including any data you may provide through this website when you use the "Contact Us" page.

This website is not intended for children and we do not knowingly collect data relating to children.

It is important that you read this privacy notice together with any other privacy notice or fair processing notice we may provide on specific occasions when we are collecting or processing personal data about you so that you are fully aware of how and why we are using your data. This privacy notice supplements the other notices and is not intended to override them.

Controller

HR Partner is the controller and responsible for your data.

This privacy notice is issued on behalf of HR Partner so when we mention "COMPANY", "we", "us" or "our" in this privacy notice, we are referring to the relevant company responsible for processing your data. HR Partner is the controller and responsible for this website.

You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk). We would,

however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

The data we collect about you

Data, means any information about an individual or Company from which that person can be identified. It does not include data where the identity has been removed (anonymous data).

We may collect, use, store and transfer different kinds of data about you which we have grouped together as follows:

- **Identity Data** includes first name, last name, Company name

- **Contact Data** includes billing address, delivery address, email address and telephone numbers

Purposes for which we will use your data

Our information about you comes from you. However we have set out below, in a table format, a description of all the ways we plan to use your data, and which of the legal bases we rely on to do so. We have also identified what our legitimate interests are where appropriate.

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest
To register you as a potential new customer	(a) Identity (b) Contact	Performance of a (potential) contract with you

Cookies

You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies. If you disable or refuse cookies, please note that some parts of this website may become inaccessible or not function properly.