



Privacy Policy

hi-impact consultancy ltd take the privacy of your personal information very seriously and are committed to ensuring that we safeguard your personal information. In order to deliver our services to you, from time to time we need to collect personal information. The information we collect from you, along with the content that you use on our services and the data on how you use our websites, help us to provide a range of services that meet your needs. By using our services, you agree to the use of the data that we collect in accordance with this Privacy Policy.

The purpose of this Privacy Policy is to explain whose personal information we may collect and hold, what types of information we collect and how that information is used. When you share your information with us, you have the right to expect that this information is treated in a secure and confidential manner. This means that:

- We take full responsibility for all information you provide to us
- We will protect your personal information
- We will not sell your information to a third party

Storage and use of information

All data is only accessible by hi-impact staff within a secure environment. All staff who can access data have been made aware of the confidential data that they are accessing. Data is only retained for the period of time necessary to fulfil the need for which the data was obtained.

This privacy policy explains how we use any personal information we collect about you.

- What information do we collect about you?
- How will we use the information about you?
- How long we retain information for?
- Marketing
- Cookies
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What information do we collect about you?

We collect information about you when you contact us, whether you are looking for further information, placing an order, signing up to a service level agreement, purchasing one of our products or looking to become a partner. We also collect information when you voluntarily complete surveys and provide feedback. Website usage information is collected using cookies.

How will we use the information about you?

We collect information about you to process your order, manage your account and, if you agree, to email you about other products and services we think may be of interest to you. If you agree, we shall pass on your personal information internally to our other departments so that they may offer you relevant products and services. hi-impact will not share your information for marketing purposes with any other companies.

Marketing

We would like to send you information about products and services of ours which may be of interest to you. If you have consented to receive marketing, you may opt out at a later date. You have a right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please email <u>office@hi-impact.co.uk</u>

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. For further information, visit www.aboutcookies.org or <u>www.allaboutcookies.org</u> You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However, in a few cases some of our website features may not function as a result.

Other websites

Our website contains links to other websites. This privacy policy only applies to hi-impact's website. If you decide to follow links to other websites you should make yourself aware of their data protection and privacy policies. You will never be automatically redirected to another website from hi-impact.co.uk or <u>www.hi-impact.media</u>

Access to your information and correction

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 email <u>office@hi-impact.co.uk</u> or write to us at the following address:

hi-impact consultancy ltd Innovation House Power Road Bromborough Wirral CH62 3QT

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on our web page. This privacy policy was last updated on 24th May 2018

How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you.

www.hi-impact.co.uk

You can also contact us at

Innovation House, Power Road Wirral International Business Park, Bromborough, Wirral, CH62 3QT

office@hi-impact.co.uk

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