Consulting Hive LTD Privacy Policy

Date: 25 August 2022

Our contact details

E-mail: info@consulting-hive.com

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)
- We may contact you to notify you regarding your account, to troubleshoot problems
 with your account, to resolve a dispute, to collect fees or monies owed, to poll your
 opinions through surveys or questionnaires, to send updates about our company, or as
 otherwise necessary to contact you to enforce our User Agreement, applicable national
 laws, and any agreement we may have with you. For these purposes we may contact
 you via email, telephone, text messages, and postal mail.
- We collect information on our website and track personal information through the use
 of cookies. Please refer to https://allaboutcookies.org/ for an understanding of common
 cookies used on websites

The following links explain how to access cookie settings in various browsers:

- <u>Cookie settings in Firefox</u>
- Cookie settings in Internet Explorer
- Cookie settings in Google Chrome
- Cookie settings in Safari (OS X)
- Cookie settings in Safari (iOS)
- Cookie settings in Android

To opt out of being tracked by Google Analytics across all websites, visit this link: http://tools.google.com/dlpage/gaoptout.

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How we get the personal information and why we have it

We use the information that you have given us in order to:

- 1) To provide and operate the Services;
- 2) To provide our Users with ongoing customer assistance and technical support;
- 3) To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages;
- 4) To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which we or our business partners may use to provide and improve our respective services;
- 5) To comply with any applicable laws and regulations.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- a) Your consent. You are able to remove your consent at any time. You can do this by sending an email to info@consulting-hive.com
- b) We have a contractual obligation.
- c) We have a legal obligation.
- d) We have a vital interest.
- e) We need it to perform a public task.
- f) We have a legitimate interest.

How we store your personal information

Our company is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to market our products and services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

We keep all personal information for a period of 7 years. We will then dispose your information by deleting it from our databases.

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Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at info@consulting-hive.com if you wish to make a request.

Changes to the privacy policy

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at info@consulting-hive.com.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Helpline number: 0303 123 1113

ICO website: https://www.ico.org.uk