

Privacy Policy

This website is operated by Asbestos First Consultancy, t/a Aziza UK Consultancy Ltd. We take your privacy seriously therefore we urge you to read this policy carefully because it contains important information about the company, including:

- Who we are,
- How and why we collect, store, use and share personal information,
- Your rights in relation to your personal information, and
- How to contact us and supervisory authorities in the event that you have a complaint

Who We Are

Asbestos First Consultancy ('we' or 'us') collect, use and are responsible for certain personal information about you. When we do so we are regulated under the General Data Protection Regulations which apply across the UK and we are responsible as 'controller' of that personal information for the purposes of those laws.

The Personal Information We Collect and Use

The personal information you provide about third parties

If you give us information about other persons, you confirm that the other person has appointed you to act on their behalf and agreed that you:

- Shall consent on their behalf to the processing of their personal data;
- Shall receive any data protection notices on their behalf; and
- Shall consent on their behalf to the transfer of their personal data abroad

How We Use Your Personal Information

We collect information about users for the following purposes:

- To identify potential clients; and
- To assist in quotation of projects

Who Your Information May Be Shared With

We may share your information with:

- Law Enforcement Agencies in connection with any investigation to help prevent unlawful activity

We shall not share your personal information with any other third parties

Whether Personal Information Has to be Provided by You

We only require personal information in relation to projects and services where a quotation is required

How Long Your Personal Information will be Kept

We will hold your personal information for the following periods:

- Information provided in relation to enquiries and quotations – 12 months
- Information provided in relation to commissioned works – for the lifetime of the property

Keeping Your Information Secure

We have appropriate security measures in place to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know.

We will also use technological and organisation measures to keep your information secure.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

While we will use all reasonable efforts to secure your personal data, in using the site you acknowledge that the use of the internet is not entirely secure and for this reason we cannot guarantee the security or integrity of any personal data that are transferred from you or to you via the internet. If you have any particular concerns about your information, please contact us using the details below.

Transfers of Your Information Out of the EEA

We will not transfer your personal information outside the EEA at any time.

What Rights do you Have?

Under the General Data Protection Regulation, you have a number of important rights free of charge. In summary, those include rights to:

- Fair processing of information and transparency over how we use your personal information
- Access to your personal information and to certain other supplementary information that this Privacy Notice is already designed to address
- Require us to correct any mistakes in your information which we hold
- Require the erasure of information concerning you in certain situations
- Receive the personal information concerning you which you have provided to us, in a structured, commonly used and machine-readable format and have the right to transmit those data to a third party in certain situations
- Object at any time to processing of personal information concerning you for direct marketing
- Object to decisions being taken by automated means which produce legal effects concerning you or similarly significantly affect you
- Object in certain other situations to our continued processing of your personal information
- Otherwise restrict our processing of your personal information in certain circumstances
- Claim compensation for damages caused by our breach of any data protection laws

For further information on each of those rights, including circumstances in which they apply, see the Guidance from the UK Information Commissioners Office (ICO) on individuals' rights under the General Data protection Regulations

If you would like to exercise any of these rights please:

- Email us
- Let us have enough information to identify you
- Let us have proof of your identity (a copy of your driving license or passport)
- Let us know the information to which your request relates

From time to time we may also have other methods to unsubscribe (opt-out) from any direct marketing including for example, unsubscribe buttons or web links. If such are offered, please note that there may be some period after selecting to unsubscribe in which marketing may still be received while your request is being processed.



Rev: 1
Date: June 2019

Changes to the Privacy Policy

This policy was published on 28th August 2019. This is the first issue and therefore there are no updates.

We may change this privacy policy from time to time. You should check this policy occasionally to ensure you are aware of the most recent version that you will apply each time you access this website. We will also attempt to notify users of any changes.

Contacting Us

If you have any questions about this policy or the information we hold about you, please contact us by email:

info@azizauk.co.uk