



Privacy Policy

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1. Introduction

ESITS respects your privacy and is committed to protecting your personal data. This privacy notice will inform you as to how we look after your personal data and tell you about your privacy rights and how the law protects you.

2. Scope of the policy

This policy covers the following:

- Policy Aims and Objectives
- What we collect
- How ESITS uses the data we collect
- Protection of your data
- Access to your data
- Third-party links
- Cookies
- ESITS Contact information

3. Policy aims and Objectives

This privacy notice aims to give you information on how ESITS collects and processes your personal data through the website. We may collect and process your personal data when you purchase a product or service from us or contact us by filling in a form.

4. What Do We Collect?

- Your name
- Contact information (email address/telephone number)
- Your employer/organisation client
- Geographical location
- Other data, including National Insurance Number and DOB may be collected for certain enquiries that relate to training courses, and this will only be collected when we have a legitimate reason for so doing.

5. How ESITS uses the Data We Collect

We will only use your personal data when the law allows us to. Typically, this is so we can:

- Provide you with the services/products you require

- Liaise with certification bodies, etc, with the sole aim of identifying the services/products best suited to you, or to ensure eligibility
- Comply with a legal or regulatory obligation
- Pursue our legitimate interests

6. Protection of Your Data

We are committed to protecting your data and complying with the appropriate legislative data protection requirements, and as such we have implemented robust electronic and managerial processes to ensure that this is the case.

We will never share your data for any other purpose than those highlighted above, unless you have provided prior consent.

7. Access to Your Data

In some situations, you have rights in relation to your personal data and you may:

- request access to the information we hold
- request that it is deleted
- request that it is shared with a third-party
- request that the processing of your data be suspended
- request correction of the data we hold
- withdraw consent

Exercising your rights will not incur a charge. However, we reserve the right to charge a reasonable administration fee when we believe that requests are unfounded, or unnecessarily excessive or repetitive.

8. Third-Party Links

Our website may include links to third-party websites, plug-ins and applications. You should be aware that clicking on those links may allow third parties to collect or share data about you. We have no control over third-party websites and we recommend that you read and understand the individual privacy notices at each site you visit.

9. 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 not function properly.



10. Contact

Personal data-related queries should be directed to gdpr@esits.co.uk
Please allow 15 working days for a response.

M R Dean
ESITS Scheme Director