

## **Eclipse Strategic Security Limited: Privacy Policy**

At Eclipse Strategic Security LTD we are committed to protecting and respecting your privacy. This Policy explains when and why we collect personal information about people who visit our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you are aware of any changes.

By using our website, you are agreeing to be bound by this Policy.

Any questions regarding this Policy and our privacy practices should be sent by:

✉ [info@eclipse-strategic-security.com](mailto:info@eclipse-strategic-security.com)

📄 Eclipse Strategic Security Limited, 10 Northern Lights Business Park, Clinton Road, Leominster, Herefordshire, HR6 0SW

☎ +44(0)1568 611155

### **Use of 'cookies'**

Like many other websites, the Eclipse Strategic Security LTD website uses cookies. 'Cookies' are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. They collect statistical data about your browsing actions and patterns and do not identify you as an individual. This helps us to improve our website and deliver a better more personalised service. It is possible to switch off cookies by setting your browser preferences.

Main Cookies used on our site may be used by Google Analytics. These cookies are used to collect information about how visitors use our site. We use the information to compile reports and to help us improve the site. The cookies collect information in an anonymous form, including the number of visitors to the site, where visitors have come to the site from and the pages they visited. For more information on Google Analytics' privacy policy visit here <http://www.google.com/intl/en/policies/privacy/>

### **Who are we?**

We are a security company offering advisory, physical and training services within the security sector.

### **How do we collect information from you?**

We obtain information about you when you use our website and complete the information form.

### **What type of information is collected from you?**

The personal information we collect might include your name, address, email address, IP address, and information regarding what pages are accessed and when.

### **How is your information used?**

We may use your information to:

- Contact you regarding queries raised in the contact form;
- Carry out our obligations arising from any contracts entered into by you and us;
- Seek your views or comments on the services we provide;
- Notify you of changes to our services;
- Send you communications which you have requested and that may be of interest to you.

### **Do we keep information?**

We review our retention periods for personal information on a regular basis. We are legally required to hold some types of information to fulfil our statutory obligations. We will hold your personal information on our systems for as long as is necessary for the relevant activity, or if required by a relevant contract you hold with us.

### **Who has access to your information?**

We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes.

Third Party Service Providers working on our behalf: We may pass your information to our third party service providers agents, subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf.

When we use third party service providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes.

Please be reassured that we will not release your information to third parties beyond the company for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

#### **What are your choices?**

You have a choice about whether or not you wish to receive information from us. We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. We will not contact you for marketing purposes by post if you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email or telephone.

#### **How you can access and update your information?**

The accuracy of your information is important to us. You have the right to request a copy of the information we hold about you so that you can ensure its accuracy. You can do this by:

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#### **Do you have the right to erasure?**

Yes, you have a right to erasure if you request your data to be removed from our services, databases and servers. You can write to us to be request erasure.

In instances where we have transaction information in terms of sales or purchases these may need to be retained for the minimum amount of time that HMRC requires us to. After this period has lapsed we'll erase any data we hold on you.

#### **How secure is your information?**

We ensure security precautions are in place to protect the loss, misuse or alteration of your information when you give us personal information.

Non-sensitive details (your email address etc.) are transmitted normally over the Internet, and this can never be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk.

Once we receive your information, we make our best effort to ensure its security on our systems.

#### **Links to other websites**

This website does contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website. In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

#### **Transferring your information outside of Europe**

As part of the services offered to you through this website, the information which you provide to us may be transferred to countries outside the European Union (EU). These countries may not have similar data protection laws to the UK. By submitting your personal data, you're agreeing to this transfer, storing or processing. If we transfer your information outside of the EU in this way, we will take steps to ensure that appropriate security measures are taken with the aim of ensuring that your privacy rights continue to be protected as outlined in this Policy. If you use our services while you are outside the EU, your information may be transferred outside the EU in order to provide you with those services.

#### **Review of this Policy**

We keep this Policy under regular review. This Policy was last updated in April 2019