

# **Turmeric Group Limited**

# **Privacy Policy**

**Our contact details** 

Name: Turmeric Group Limited Address: Brigham House 93 High Street, Biggleswade, Bedfordshire, SG18 0LD Phone Number: +447970456125 E-mail: admin@turmericgroup.com

## Introduction

- We are committed to safeguarding the privacy of our website visitors, service users and customers.
- This policy applies where we are acting as a data controller with respect to the personal data of such persons;

in other words, where we determine the purposes and means of the processing of that personal data.

• Our website incorporates privacy controls which affect how we will process your personal data. By using the

privacy controls, you can specify whether you would like to receive direct marketing communications and limit

the collection and use of your personal data for that purpose.

- We use cookies on our website. Insofar as those cookies are not strictly necessary for the provision of our website and services, we will ask you to consent to our use of cookies when you first visit our website.
- · In this policy, "we", "us" and "our" refer to Turmeric Group Ltd

# 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)

# **Collection of personal data**

Turmeric Group processes personal data about contacts (existing and potential clients and/or individuals associated with them).

This includes name, employer name, contact title, phone, email and other business contact details required for invoicing. In addition, we may record information about our interactions with contacts.

# Administering, managing and developing our businesses and services

This includes:

- · managing our relationship with clients;
- developing our businesses and services (such as identifying client needs and improvements in service delivery
- and learning more about a client relationship opportunity);
- administering and managing IT systems, websites and applications; and hosting or facilitating the hosting of events

# How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- · Scheduling an appointment with you or your executive staff
- · Producing a Coaching Proposal
- · Invoicing and billing



# Transfers of personal data - Cross-border transfers

We share your data with a data controller based outside of the UK & EEA bound by instructions, both within the Turmeric network who support us in our activities, e.g. as part of the administration purposes. In the course of our activities, we use a private network IT service provider bound by instructions, which provides services for the operation, maintenance and care of the IT systems and applications used by the Turmeric Group processor.

The company has intra-group data sharing arrangements, based on GDPR Commission approved standard contractual clauses. The UK International Data Transfer Addendum ("UK Addendum") issued by the UK's Information Commissioner's Office to provide a legal mechanism to transfer Personal Data from the UK. This mechanism is required under UK data protection law (known as UK GDPR) and is incorporated into our agreements,

These standard contractual clauses provide specific contractual protections designed to ensure that your personal data is subject to adequate and consistent level of protection when transferred outside the UK & EEA.

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

Your consent. You are able to remove your consent at any time. You can do this by contacting admin@turmericgroup.com

Turmeric Group does not sell or release personal data to third parties for purposes of allowing them to market their products and services without consent from individuals to do so.

## How we store your personal information

Your information is securely stored. We keep Email correspondence for 3 years. We will then dispose your information by permanently deleting the correspondence.

### **Data retention**

Personal data will be retained for as long as we have, or need to keep a record of, a relationship with a business contact, which is for the duration of our relationship with a contact or their organisation. Personal data may be held for longer periods where extended retention periods are required by law or regulation and in order to establish, exercise or defend our legal rights.

### Cookies that we use

Due to us using a cookie-free and privacy-friendly web analytics, we do not use cookies on our website. Therefore we do not need to set cookies or request visitor permission for cookies to be set. For more information about cookies please visit the ICO website using this link: https://ico.org.uk/your-

data-matters/online/cookies/

### 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 the right to object to the processing of your personal information in certain circumstances.



**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, 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 <u>admin@turmericgroup.com</u> Tel: +447970456125 Address: Brigham House 93 High Street, Biggleswade, Bedfordshire, SG18 0LD if you wish to make a request.

# How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at <u>admin@turmericgroup.com</u> Tel: +447970456125 Address: Brigham House 93 High Street, Biggleswade, Bedfordshire, SG18 0LD

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