

Merlin5 Growth Assessor

Privacy Notice

Our contact details

Name: Debbie Robinson

Phone Number:

E-mail: debbie.robinson@merlin5.com

We are registered with the Information Commissioner's Office ZA706333

What type of information we hold

We currently collect, process and store the following information:

- Name
- Email Address

How we get the 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:

- Carry out our obligations arising from any contracts entered into between you and us
- To administer our business and support those who work with us

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 by contacting Debbie Robinson.
- b. We have a contractual obligation.
- c. We have a legitimate interest.

What we do with the information we have

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

- Give you access to Growth Assessor
- Deal with enquiries or complaints

We do not share the information within Growth Assessor with any third-party.

How we store your information

Your information is securely stored using Microsoft Azure where data is encrypted and access strictly limited.

We will only keep the personal information about you for the duration of the live assessment. At the end of the live assessment, we pseudonymise the responses and securely destroy your personal

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information.

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 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 information in certain circumstances.

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

Your right to data portability - You have the right to ask that we transfer the 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 debbie.robinson@merlin5.com if you wish to make a request.

How to complain

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