

UKConsulting Privacy Policy

Our contact details

Name: UK Consulting Network Limited

Address: 12 Flimwell Park, Flimwell, Wadhurst, East Sussex, England, TN5 7FJ

E-mail: ukc-office@ukconsulting.org

The type of personal information we collect

We currently collect and process the following information:

- Contact Details including Name, Email Address, Telephone Number.
- Anonymous Website User Statistics,

How we get your personal information and why we collect it

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

- Application to be a Member of UKConsulting,
- Attending an Event,
- Enquiries and Queries.

We also receive personal information indirectly, from the following sources in the following scenarios:

- Director details from Companies House to process applications of certain membership grade.

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

- Deliver the services of the UKConsulting Membership body,
- Process membership applications and renewals,
- Keep in contact with members,
- Promote and run relevant industry events,
- Health & safety reasons at events.

We may share this information with:

Party	Reason	Policy
Other members where it has been agreed in advance.	Facilitate collaboration.	NA
Associate Enterprises Limited	Provide administration of UKConsulting	Privacy Statement
Eventbrite	Manage ticketing of Events.	Privacy Policy
Mailchimp	Keep you informed of UKConsulting news and events. Opt-in.	Privacy Policy

Under the General Data Protection Regulation (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. You can do this by contacting ukc-office@ukconsulting.org.

(b) We have a contractual obligation.

(c) We have a legal obligation.

(f) We have a legitimate interest.

How we store your personal information

Your information is securely stored in cloud systems including:

- Google Workspace,
- Microsoft 365,
- Event Brite,
- Mailchimp.

Data	Retention	Deletion
Contact Details including Name, Email Address, Telephone Number.	3 Years after Membership or Event Ends.	Deleted from Cloud Systems.
Anonymous Website User Statistics,	Three-Years	Automatically Deleted.

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 ukc-office@ukconsulting.org 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 **DPO**, ukc-office@ukconsulting.org.

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>