

# **BAK UP CIC Privacy Notice**

**Effective Date: 2023** 

Thank you for choosing to engage with BAK UP CIC.

We are committed to protecting your privacy and ensuring the security of your personal information. This Privacy Notice outlines how we collect, use, share, and protect your personal data in accordance with the requirements of the law.

This Privacy Notice applies to BAK UP CIC, a Community Interest Company (CIC), and its affiliates, partners, and subsidiaries. It explains how we collect, use, share, and protect personal information obtained through our interactions with you, including through our website, events, programs, and services.

#### **Information We Collect:**

We may collect various types of personal information from you, including but not limited to:

Name

Contact information (e.g., address, email, phone number)

Demographic information

Financial information

NI or other government-issued identifiers (if required for specific purposes) Information provided through correspondence or communication with us.

#### **How We Collect Information:**

We may collect personal information from you through various channels, including: Directly from you when you provide it to us (e.g., when you register for an event, subscribe to our newsletter, or make a donation)

Automatically through the use of cookies and similar technologies when you interact with our website or online services.

## **Purposes of Collection**

We collect and use personal information for the following purposes:

Providing and improving our products, services, and programs

Communicating with you about our activities, events, and initiatives

Processing transactions and donations

Responding to your inquiries and providing customer support

Conducting research and analysis to improve our offerings and better serve our community.

#### Legal Basis

We collect and process personal information based on one or more legal grounds, including your consent, contract performance, legal obligations, and legitimate interests pursued by us or a third party.

#### **Data Sharing**

We may share personal information with third parties, including service providers, partners, and affiliates, as necessary to fulfill the purposes described in this Privacy Notice or as required by law.

## **Data Security**

We implement appropriate technical and organizational measures to protect personal information from unauthorized access, disclosure, alteration, or destruction.

#### Data Retention

We retain personal information for as long as necessary to fulfill the purposes for which it was collected, unless a longer retention period is required by law or necessary for legal, accounting, or regulatory compliance purposes.

## **Individual Rights**

You have certain rights regarding your personal information, including the right to access, correct, update, or delete your information. You may also have the right to restrict or object to processing and request data portability. To exercise your rights or make inquiries about your personal information, please contact us using the information provided below.

**Contact Information** If you have any questions, concerns, or requests regarding this Privacy Notice or our privacy practices, please contact us at BAK UP CIC, email: admin@bakupservices.co.uk

**Changes to the Notice** We reserve the right to update this Privacy Notice from time to time to reflect changes in our practices or legal requirements. We will notify you of any material changes to this Privacy Notice by posting the updated version on our website or through other appropriate means.

Thank you for entrusting us with your personal information. We are committed to protecting your privacy and ensuring transparency in how we handle your data. BAK UP CIC