

Privacy Policy and Consent to Use Data

By submitting personal data manually or in electronic form to **bpha** limited and/or by using our site you give your consent that all personal data that you submit may be processed by us in the manner and for the purposes described below.

Introduction to Privacy policy

This Privacy Policy describes the current policies and practices of **bpha** Limited with regard to personal data collected by us from you directly and/or through www.bpha.org.uk. The term "personal data" refers to personally identifiable information about you, such as your name, date of birth, email address or mailing address and telephone number.

Notification of changes to this policy

We are continually improving our methods of communication and adding new functionality and features to this site. Because of these ongoing changes, changes in the law and the changing nature of technology, our data practices will change from time to time. If and when our data practices change, we will (as soon as practicable) post the changes on this site to notify you of the changes. We encourage you to check this page frequently.

What information do we collect?

You may use this site to register to receive additional information or services from us. We store the information you give us manually or electronically in our databases. When you register, we ask you for contact information like your name, postal address and email address.

Use of personal data

We will process your personal data in order to promote our products and services. We will use your personal data to develop the site to include more material that you like, and introduce new features. We process your personal data only for specific and limited purposes. We ask only for data that is adequate, relevant and not excessive for those purposes. When we ask you for personal data, we tell you the purposes for which we will process that data. Some of these purposes include the following:

- We may contact you occasionally to inform you of new products and services we will be providing.
- We may use your Personal Data for marketing purposes and market research.
- We may use your Personal Data internally to help us improve our services.

It's your choice

If you do not wish to receive information from us and want to be removed from our standard mailing list, please email us at info@bpha.org.uk or contact the Data Protection Officer, bpha Ltd, Bedford Heights Manton Lane, MK41 7BJ

Anonymous data collected through this site

We collect anonymous information about the use of our site. For example, we use technology to track which pages of our site our visitors view and to compile statistics about our visitors and their use of our site. We use technology to track how often hyperlinks are used and which pages on our site our visitors choose to view.

Cookies

Cookies by themselves cannot be used to discover the identity of the user. A cookie is a small piece of information which is sent to your browser and stored on your computer's hard drive. Cookies do not damage your computer. You can set your browser to notify you when you receive a cookie. This enables you to decide if you want to accept it or not. Cookies tell us which parts of the site you visit and how long you spend on each page.



In order to collect the anonymous data described in the preceding paragraph, we may use temporary cookies that collect the first level domain name of the user (for example, if your email address is john@bigmail.com, the cookie collects the bigmail.com portion of your email address) and the date and time you accessed this site.

We also use your IP address to help diagnose problems with our server and to administer our site. An IP address is a numeric code that identifies your computer on a network, or in this case, the Internet. Your IP address is also used to gather broad demographic information, such as determining how many of our visitors are from outside the UK.

Disclosure of your personal data

We do not share, sell or distribute your personal data with unrelated third parties, except under these limited circumstances:

- Personal data may occasionally be transferred to third parties who act for us for further processing in accordance with the purposes for which the data was originally collected or for purposes to which you have subsequently consented. For example, sometimes a third party may have access to your personal data in order to handle mailings on our behalf.
- We may share or transfer the information in our databases to comply with a legal requirement, for the administration of justice, to protect your vital interests, to protect the security or integrity of our databases or this site, to take precautions against legal liability, or in the event of our sale, merger, reorganisation, dissolution or similar event.
- We may share or transfer the information in our databases for marketing purposes with our associated or subsidiary companies.
- Where appropriate, before disclosing personal data to a third party, we contractually require the third party to take adequate precautions to protect that data.

Data integrity and security

We strive to maintain the reliability, accuracy, completeness and currency of personal data in our databases and to protect the privacy and security of our databases. We keep your personal data only for as long as reasonably necessary for the purposes for which it was collected.

Our servers and our databases are protected by industry standard security technology, such as network address translation and password protection.

The employees who have access to personal data have been trained to handle such data properly and in accordance with our security protocols and strict standards of confidentiality. Although we cannot guarantee against any loss, misuse, unauthorised disclosure, alteration or destruction of data, we try to prevent such unfortunate occurrences.

Data access and corrections

Upon receipt of your written request and enough information to permit us to identify your personal data we will disclose the personal data we hold about you. We will also correct, amend or delete any personal data that is inaccurate and notify any third party recipients of the necessary changes.

You may at any time request that your personal data be corrected or deleted by writing to the Data Protection Officer, bpha Ltd, Bedford Heights Manton Lane, MK41 7BJ or email us at info@bpha.org.uk. We may charge a small fee to cover costs in complying with a request for a copy of any personal data held.

Links to other websites

This site contains hyperlinks to websites that are not operated or supervised by us. This privacy policy will not apply to information collected on those sites, so we urge you to review any privacy policy posted on any site you visit before using the site or providing any personal data about yourself.

**Transfer of data abroad**

The Internet is made up of a large number of international connections. If you are visiting this site from a country other than the country in which our server is located (currently, the United Kingdom), the various communications will necessarily result in the transfer of information across international boundaries. By visiting this site and communicating electronically with us, you consent to these transfers.

Governing Law

This Privacy Policy forms part of our terms of use ("Conditions") and as such shall be governed by and construed in accordance with the laws of England. You agree to submit any dispute arising out of your use of this site to the exclusive jurisdiction of the courts of England.

Questions

If you have any questions about this Privacy Policy or concerns about the way we process your Personal Data, please contact the Data Protection Officer, bpha Ltd, Bedford Heights Manton Lane, MK41 7BJ or email us at info@bpha.org.uk