



PRIVACY POLICY

This privacy policy applies between you and Gofod Technologies Limited. Gofod Technologies Limited takes the privacy of your information very seriously. This privacy policy applies to our use of any and all Data collected by us or provided by you.

This privacy policy should be read alongside, and in addition to, our Terms and Conditions, which can be found at: <http://www.gofodtech.co.uk/TermAndConditions.pdf>.

1 Definitions and interpretation

1.1 In this privacy policy, the following definitions are used:

Data	collectively all information that you submit to Gofod Technologies Limited. This definition incorporates, where applicable, the definitions provided in the Data Protection Laws;
Data Protection Laws	any applicable law relating to the processing of personal Data, including but not limited to the Directive 96/46/EC (Data Protection Directive) or the GDPR, and any national implementing laws, regulations and secondary legislation, for as long as the GDPR is effective in the UK;
GDPR	the General Data Protection Regulation (EU) 2016/679;
Gofod Technologies Limited, we or us	Gofod Technologies Limited, a company incorporated in England and Wales with registered number 12255691 whose registered office is at 26 Heol Pen Y Scallen , Loughor, Swansea, SA4 6SE,
User or you	any third party that accesses the Website and is not either (i) employed by Gofod Technologies Limited and acting in the course of their employment or (ii) engaged as a consultant or otherwise providing services to Gofod Technologies Limited and accessing the Website in connection with the provision of such services; and
Website	the website that you are currently using, www.gofodtech.co.uk , and any sub-domains of this site unless expressly excluded by their own terms and conditions.

1.2 In this privacy policy, unless the context requires a different interpretation:

- the singular includes the plural and vice versa;
- references to sub-clauses, clauses, schedules or appendices are to sub-clauses, clauses, schedules or appendices of this privacy policy;
- a reference to a person includes firms, companies, government entities, trusts and partnerships;
- "including" is understood to mean "including without limitation";
- reference to any statutory provision includes any modification or amendment of it;
- the headings and sub-headings do not form part of this privacy policy.



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2. Scope of this privacy policy

- 2.1 Gofod Technologies Ltd process information related to our contractual relationship with our customers, and whilst most of these are companies, a small number are natural persons, and we also hold details of contacts at companies. The information includes both basic contact information, and details of commercial activity such as IT services purchased and payments made.
- 2.2 This information is processed on the basis of a contractual relationship, and it is not possible to opt out of this processing, but you may obtain a copy of any information we may hold on you by contacting privacy@gofodtech.co.uk
- 2.3 This privacy policy applies only to the actions of Gofod Technologies Limited and Users with respect to this Website. It does not extend to any websites that can be accessed from this Website including, but not limited to, any links we may provide to social media websites.
- 2.4 For purposes of the applicable Data Protection Laws, Gofod Technologies Limited is the "data controller". This means that Gofod Technologies Limited determines the purposes for which, and the manner in which, your Data is processed.

3. Data collected

- 3.1 We may collect the following Data, which includes personal Data, from you:

- Company name, email address, phone number etc
- Contact name;

in each case, in accordance with this privacy policy.

4. How we collect Data

- 4.1 When we provide IT services to companies on site, there are times when we need to interact directly or indirectly (e.g. via log files) with those systems to ensure that they function as intended, or to determine why they may not be functioning, the intention always being to ensure the safe functioning of the IT systems. This may result in us acquiring or viewing information on one or more natural persons incidental to such services. Such processing is carried out on the basis on legitimate interests, but as the data could constitute sensitive and personal data, it is only performed for the express purpose of management of the associated system

5. Data that is given to us by you

- 5.1 Gofod Technologies Limited will collect your Data in a number of ways, for example: when you contact us by telephone, post, e-mail or through any other means; in each case, in accordance with this privacy policy.
- 5.2 Data that is collected automatically
- 5.3 Gofod Technologies Limited does not collect information automatically

6. Our use of Data

- 6.1 This information is processed on the basis of a contractual relationship, and it is not possible to opt out of this processing, but you may obtain a copy of any information we may hold on you by contacting privacy@gofodtech.co.uk.

7. Who we share Data with

- 7.1 We may share your Data with our employees only, to offer the support contracted to carry out; in each case, in accordance with this privacy policy.

8. Keeping Data secure

- 8.1 We will use technical and organisational measures to safeguard your Data.
- 8.2 We are certified to EveryCloud.com. This family of standards helps us manage your Data and keep it secure.
- 8.3 Technical and organisational measures include measures to deal with any suspected data breach. If you suspect any misuse or loss or unauthorised access to your Data, please let us know immediately by contacting us via this e-mail address: info@gofodtech.co.uk.

9. Data retention

- 9.1 Unless a longer retention period is required or permitted by law, we will only hold your Data on our systems for the period necessary to fulfil the purposes outlined in this privacy policy or until you request that the Data be deleted.
- Even if we delete your Data, it may persist on backup or archival media for legal, tax or regulatory purposes.

10. Your rights

- 10.1 You have the following rights in relation to your Data:
- **Right to access** - the right to request (i) copies of the information we hold about you at any time, or (ii) that we modify, update or delete such information. If we provide you with access to the information we hold about you, we will not charge you for this, unless your request is "manifestly unfounded or excessive." Where we are legally permitted to do so, we may refuse your request. If we refuse your request, we will tell you the reasons why.
 - **Right to correct** - the right to have your Data rectified if it is inaccurate or incomplete.
 - **Right to erase** - the right to request that we delete or remove your Data from our systems.
 - **Right to restrict our use of your Data** - the right to "block" us from using your Data or limit the way in which we can use it.
 - **Right to data portability** - the right to request that we move, copy or transfer your Data.
 - **Right to object** - the right to object to our use of your Data including where we use it for our legitimate interests.
 - To make enquiries, exercise any of your rights set out above, or withdraw your consent to the processing of your Data (where consent is our legal basis for processing your Data), please contact us via this e-mail address: info@gofodtech.co.uk.
 - If you are not satisfied with the way a complaint you make in relation to your Data is handled by us, you may be able to refer your complaint to the relevant data protection authority. For the UK, this is the Information Commissioner's Office (ICO). The ICO's contact details can be found on their website at <https://ico.org.uk/>.
 - It is important that the Data we hold about you is accurate and current. Please keep us informed if your Data changes during the period for which we hold it.



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11. Links to other websites

- 11.1 This Website may, from time to time, provide links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

12. Changes of business ownership and control

- 12.1 Gofod Technologies Limited may, from time to time, expand or reduce our business and this may involve the sale and/or the transfer of control of all or part of Gofod Technologies Limited. Data provided by Users will, where it is relevant to any part of our business so transferred, be transferred along with that part and the new owner or newly controlling party will, under the terms of this privacy policy, be permitted to use the Data for the purposes for which it was originally supplied to us.
- 12.2 We may also disclose Data to a prospective purchaser of our business or any part of it.
- 12.3 In the above instances, we will take steps with the aim of ensuring your privacy is protected.

13. General

- 13.1 You may not transfer any of your rights under this privacy policy to any other person. We may transfer our rights under this privacy policy where we reasonably believe your rights will not be affected.
- 13.2 If any court or competent authority finds that any provision of this privacy policy (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision will, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this privacy policy will not be affected.
- 13.3 Unless otherwise agreed, no delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that, or any other, right or remedy.
- 13.4 This Agreement will be governed by and interpreted according to the law of England and Wales. All disputes arising under the Agreement will be subject to the exclusive jurisdiction of the English and Welsh courts.

14. Changes to this privacy policy

- 14.1 Gofod Technologies Limited reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the Website and you are deemed to have accepted the terms of the privacy policy on your first use of the Website following the alterations
- 14.2 You may contact Gofod Technologies Limited by email at info@gofodtech.co.uk