

## **GDPR: EU GENERAL DATA PROTECTION REGULATIONS**

PRIVACY NOTICE: OVERVIEW OF OUR RULES AND PROCEDURES FOR PERSONAL DATA; VERSION: JULY 2018

### 1. We are:

Name: CPF Research Ltd      UK Ltd Company Number: 04687365

Registered at: 1 Ladybower Drive, Hathersage, Hope Valley, Derbyshire S32 1DR

### 2. The legal basis for processing for the personal data, is:

CPF RESEARCH Ltd (“we”) uses targeted email lists to communicate information on specialist industrial short courses to prospective clients. The provision of these courses is part of our business

These lists are kept as files on a single secure PC in a secure office with access by one person: company Managing Director A J Yule

### 3. Any legitimate interests pursued by us, or third parties we use, are as follows:

We use our email address lists solely to provide information on upcoming industrial short courses

### 4. The special categories of personal data concerned are:

We keep only email addresses on file, i.e. no lists of names, addresses, telephone or fax numbers are kept, nor other personal information

## CONSENT

By consenting to this Privacy Notice you are giving us permission to process your personal data specifically for the purposes identified.

You may withdraw consent at any time via email to [ajyule@cpfresearch.co.uk](mailto:ajyule@cpfresearch.co.uk)

CPFResearch has contacted or will contact, individual email addresses that it had on file, before GDPR, giving email address owners the option of consenting, within 2 weeks, to CPFResearch keeping their email address on file. Where consent is not received within 2 weeks the email address is erased from file.

## DISCLOSURE

CPFResearch Ltd will not pass on your data to third parties