

# Privacy Policy

This privacy notice is for [www.360webmanagement.co.uk](http://www.360webmanagement.co.uk) and served by 360 Web Management and governs the privacy of those who use it. We are committed to protecting and respecting your privacy. The purpose of this policy is to explain to you how we control, process, handle and protect your personal information while browsing or using this website, including your rights under current laws and regulations. If you do not agree to the following policy you may wish to cease viewing/using this website.

## Policy key definitions

- "we", "our", or "us" refer to 360 Web Management
- "you", "the user" refer to the person(s) using this website
- GDPR means General Data Protection Act
- PECR means Privacy & Electronic Communications Regulation
- ICO means Information Commissioner's Office

## How we collect your information

We collect your contact details such as name, email address, telephone number when you contact us via our website or email/call us directly.

## Data security and protection

We ensure the security of any personal information we hold by using secure data storage technologies and precise procedures in how we store, access and manage that information. Our methods meet the GDPR compliance requirement.

## What we do with your information

We use your information to contact you with regard to any projects, invoices or important updates. Your information will be stored/held as part of a data backup for a period of five years plus the current year (or where necessary for compliance with legal or audit requirements).

## Who we share your information with

We may pass your information on to any of our trusted partners relating to any projects discussed with you where appropriate. We do not sell or pass your information to any other third parties.

## Your individual rights

Under the GDPR your rights are as follows:

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure

- The right to restrict processing
- The right to data portability
- The right to object
- The right not to be subject to automated decision-making including profiling

We handle subject access requests in accordance with the GDPR.

You also have the right to complain to the ICO ([www.ico.org.uk](http://www.ico.org.uk)) if you feel there is a problem with the way we are handling your data.

### **Links to external websites**

This website may include links to third-party websites and/or applications. Visiting these links may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy policies.

### **Log files**

Our systems automatically gather some anonymous information about visitors, including IP addresses, browser type, language, and the times and dates of webpage visits. The data collected does not include personally identifiable information and is used for statistical analysis, to understand user behaviour and to administer the site.

If you have any questions about this privacy policy please email [enquiries@360webmanagement.co.uk](mailto:enquiries@360webmanagement.co.uk)