

# **Privacy Policy**

We are pleased that you are visiting our website at www.omni-41.co.uk. Data protection and data security when using our website are very important to us. We would therefore like to inform you which of your personal data we collect when you visit our website and for what purposes it is used.

## Who is responsible?

The person responsible for data processing is Omni Telemetry LTD of Bridge House, Bridge St, Olney MK46 4AB, United Kingdom ("Omni Telemetry", "we", "us", or "our"). Please direct any questions you may have to info@omnisystems.co.uk, or call +44 (0)333 305 5373.

# Principles of data processing

# a) Personal data

Personal data is any information relating to an identified or identifiable natural person. This includes, for example, information such as your name, age, address, telephone number, date of birth, e-mail address, IP address or user behaviour.

## b) Processing

The processing of personal data (e.g. collection, retrieval, use, storage or transmission) always requires a legal basis.

## c) Legal basis

We have to have at least one of the following legal bases to process your Personal Data: i) you have given your consent, ii) the data is necessary for the fulfilment of a contract / pre-contractual measures, iii) the data is necessary for the fulfilment of a legal obligation, or iv) the data is necessary to protect our legitimate interests, provided that your interests are not overridden.

## d) Retention and storage

We process and store your Personal Data only for the period of time required to achieve the respective processing purpose or for as long as a legal retention period exists (in particular commercial and tax law in accordance with the UK's commercial and fiscal laws and regulations for up to 6 years. Once the purpose has been achieved or the retention period has expired, the corresponding data is routinely deleted.

# Data we collect

#### a) Provision and use of the website

When you call up and use our website, we collect the personal data that your browser automatically transmits to our server. This is technically necessary for us to display our website and to ensure its stability and security. In this sense, we collect the following data: i) IP address of the requesting computer, ii) Date and time of access, iii)name and URL of the file accessed, iv) website from which the access was made (referrer URL), v) browser used and, if applicable, the operating system of your computer as well as the name of your access provider. The legal basis is our legitimate interest.

#### b) Hosting

We use the hosting services of <u>Webflow Inc.</u>, for the purpose of hosting and displaying our website. Webflow does so on the basis of processing on our behalf, and that also means that all data collected on our website is processed on Webflow's servers. The basis for processing is our legitimate interest, and the initiation and/or fulfilment of a contract.

#### c) Cookies

We use cookies on our website and are required to obtain your consent before placing so-called Non-Essential Cookies (Functional cookies, Analysis and Performance Cookies, Advertising Cookies or Targeting Cookies). For further information on the cookies we use, please refer to our Cookie Policy. The legal basis for processing is our legitimate interest and your consent.

### d) Google Analytics



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For business reasons, we analyse the data we have on web and server traffic patterns, website interactions, browsing behaviour etc. The analyses serve us alone and are not disclosed externally and processed using anonymous analyses with summarised and or anonymized values. For this purpose we use Google Analytics offered by <u>Google LLC</u>. The legal basis is our legitimate interest and your consent. For further information on our use of Google Analytics, please refer to our Cookie Policy.

# e) Contacting us and Demo request

We offer you the opportunity to contact us or request a demo using various methods. We collect the data you submit such as your name, email address, telephone number and your message in order to process your enquiry and respond to you. The legal basis is both your consent and contract.

# f) Contractual Services

We process the Personal Data involved when you enter into a contract with us in order to be able to provide our contractual services. This includes in particular our support, correspondence with you, invoicing, fulfilment of our contractual, accounting and tax obligations. Accordingly, the data is processed on the basis of fulfilling our contractual obligations and our legal obligations.

# g) Social Media

When you visit our social media profiles on <u>LinkedIn</u>, we process your actions and interactions with our profile (e.g., the content of your messages, enquiries, posts or comments that you send to us or leave on our profile or when you like or share our posts) as well as your publicly viewable profile data (e.g., your name and profile picture). Which Personal Data from your profile is publicly viewable depends on your profile settings, which you can adjust yourself in the settings of your social media account. The legal basis is our legitimate interest and your consent.

## h) Marketing

If you have given us your separate consent to process your data for marketing and advertising purposes, we are entitled to contact you for these purposes via the communication channels you have given your consent to.

Direct Marketing generally takes the form of e-mail but may also include other less traditional or emerging channels. These forms of contact will be managed by us, or by our contracted service providers. Every directly addressed marketing sent or made by us or on our behalf will include a means by which you may unsubscribe or opt out. The legal basis for processing is the initiation of a contract, our legitimate interest and your consent.

## **Data Security**

We undertake to protect your privacy and to treat your personal data confidentiality. In order to prevent manipulation or loss or misuse of your data stored with us, we take extensive technical and organisational security precautions which are regularly reviewed and adapted to technological progress. These include, among other things, the use of recognised encryption procedures (SSL or TLS).

However, we would like to point out that, due to the structure of the Internet, it is possible that the rules of data protection and the above-mentioned security measures are not observed by other persons or institutions that are not in our area of responsibility. We have no technical influence on this. It is the user's responsibility to protect the data he or she provides against misuse by encrypting it or in any other way.

#### **International transfers**

We may transfer your Personal Data to other companies as necessary for the purposes described in this Privacy Policy. In order to provide adequate protection for your Personal Data when it is transferred, we have contractual arrangements regarding such transfers. We take all reasonable technical and organisational measures to protect the Personal Data we transfer.



# **Privacy Policy**

## How we may share your Personal Data

We may share your Personal Data with our Business Partners for the purposes described in this Privacy Policy, including (but not limited to) conducting the services you request, or customising our business to better meet your needs. We share your Personal Data only with Business Partners who agree to protect and use your Personal Data solely for the purposes specified by us.

We may also disclose your Personal Data for any purpose with your consent or for law enforcement, fraud prevention or other legal actions as required by law or regulation, or if we reasonably believe that we must protect us, our customers or other business interests. Except as described above of which you will be informed in advance, we will not disclose your Personal Data.

#### What we do not do

- We do not request Personal Data from minors and children;
- We do not use Automated decision-making including profiling; and
- We do not sell your Personal Data.

# **Privacy rights**

You can exercise the following rights:

- *Right to information*
- Right to rectification
- *Right to deletion*
- Right to data portability
- Right of objection
- Right to withdraw consent
- Right to complain to a supervisory authority
- Right not to be subject to a decision based solely on automated processing.

If you have any questions about the nature of the Personal Data we hold about you, or if you wish to exercise any of your rights, please contact us.

### Updating your information and withdrawing your consent

If you believe that the information we hold about you is inaccurate or that we are no longer entitled to use it and want to request its rectification, deletion, or object to its processing or want to withdraw any consents you have given us, please contact us.

### **Access Request**

In the event that you wish to make a Data Subject Access Request, you may inform us in writing of the same. We will respond to requests regarding access and correction as soon as reasonably possible. Should we not be able to respond to your request within thirty (30) days, we will tell you why and when we will be able to respond to your request. If we are unable to provide you with any Personal Data or to make a correction requested by you, we will tell you why.

## Complaint to a supervisory authority

You have the right to complain about our processing of Personal Data to a supervisory authority responsible for data protection. The supervisory authority in the UK is: The Information Commissioner's Office (ICO) is located at Wycliffe House, Water Ln, Wilmslow SK9 5AF, UK <a href="https://www.ico.org.uk">www.ico.org.uk</a>

#### Validity

This Privacy Policy was last updated on Monday, 08th January 2024, and is the current and valid version. However, from time to time changes or a revision to this policy may be necessary. Please direct any questions you may have to info@omnisystems.co.uk, or call +44 (0)333 305 5373.