

Privacy Notice

Your privacy is important to us. This notice sets the minimum standards that New Leaf Technology Solutions Ltd has set with respect to data privacy, in relation to the use of their website www.enablegdpr.com. This aligns with the applicable laws and regulations.

New Leaf Technology Solutions Ltd values personal data entrusted to us, and we are committed to collecting, using, retaining, and disclosing personal data in a fair, transparent, and secure way.

1. Who are we?

We are New Leaf Technology Solutions Ltd T/A EnableGDPR, registered in England and Wales under the company registration number 11203433. Our registered office is at Kent Enterprise House, The Links, Herne Bay, Kent, United Kingdom, CT6 7GQ. For information purposes, New Leaf Technology Solutions Ltd is registered as a data controller with the ICO under registration number ZA335979.

2. What Personal Data we collect and why?

New Leaf Technology Solutions Ltd shall only collect personal data that is of minimum requirement to support our business activities. New Leaf Technology Solutions Ltd shall only collect personal data by fair, lawful and transparent means. New Leaf Technology Solutions Ltd shall be transparent with individuals about how we use their personal data, why we use it and who the personal data is shared with.

Below we describe the categories of personal data we process, how we collect them, explain where we get the data if it was not obtained through channels other than directly from you, explain the purposes for which we process your data and the legal basis on which we do so.

New Leaf Technology Solutions Ltd collects, stores, and uses information about your use of our website and services via our web analytics provider. The data processed in such a way may include your IP address, machine specific details, where you came to our site from, your activities on our site etc. The purpose of processing this information is so we can understand how users use our website and help improve their online experience. The legal basis for this processing is legitimate interest.

New Leaf Technology Solutions Ltd collects, stores, and uses information that you supply to us to hold an account with us to make use of our services, to maintain a user profile on our website etc. This information may include your name, email address, phone number, address etc. This information may be obtained directly from you or from your employer or your referrer. This information is essential for us to provide you, our service and is the purpose. The legal basis for this processing is contract.

New Leaf Technology Solutions Ltd collects, stores, and uses information that you provide to us during a transaction on our website. This information may include your address, email, phone number and payment information. The legal basis for this processing is contract.

New Leaf Technology Solutions Ltd collects, stores, and uses information that you provide to us while signing up to receive our marketing or communication messages. The legal basis for this processing is consent.

3. What are your rights?

You have the following rights under GDPR with respect to your personal data:

- Right to access your personal data
- Right to be informed about personal data we have on you and why we have them
- Right to rectification of any personal data we hold on you
- Right to be forgotten
- Right to restrict processing and object to processing of your personal data
- Right to have your personal data transferred to yourself or to another business in certain circumstances.

The rights that apply will depend on the specific legal basis and purpose for which the personal data is processed.

New Leaf Technology Solutions Ltd shall respond, within a reasonable time as required by law, to any requests from you in exercising your rights as mentioned above. In most cases, New Leaf Technology Solutions Ltd will make this information available to you free of charge as required by the applicable laws.

Please address requests exercising your rights to privacy@newleaftechsolutions.com or by post with details from the 'Contacting us' section of this notice.

You have the right to make any complaints about how we process your personal data to the Information Commissioner's Office (ICO) here: <https://ico.org.uk/concerns/>.

4. Data Security

New Leaf Technology Solutions Ltd shall have safeguards in place to protect your personal data from:

- theft or loss
- unauthorized access
- illegal copying, modification, or tampering
- improper retention or destruction
- loss of integrity.

Only authorised employees of New Leaf Technology Solutions Ltd will have access to your personal data and for specific authorised purposes. Please report any suspicious activities to privacy@newleaftechsolutions.com.

5. Storing of Personal Data

New Leaf Technology Solutions Ltd has processes in place to ensure that any personal data we hold on you, will only be kept for as long as necessary for the purposes for which they are used.

6. Third Parties

New Leaf Technology Solutions Ltd has processes in place to ensure that third parties or suppliers undergo a due diligence process to assess privacy risk and to make sure they are compliant with the

applicable laws. New Leaf Technology Solutions Ltd shall have written contracts with third parties that contain appropriate privacy clauses.

7. Data Transfers

New Leaf Technology Solutions Ltd shall have a process in place to transfer personal data with adequate protection and safeguards. New Leaf Technology Solutions Ltd shall obtain consent from individuals before transferring their personal data.

8. Links to third party websites

New Leaf Technology Solutions Ltd website may contain links to third-party websites. If you follow a link to any of those websites, please note that they have their own privacy policies and we do not accept any responsibility or liability for their policies. Please check their policies before you submit any personal data.

9. Advertising and Market Research

New Leaf Technology Solutions Ltd may use your personal data for advertising and marketing purposes if this is consistent with the purpose for which the data is collected. We will explicitly ask your consent with an opt-in, where data is processed for such a purpose.

10. Cookies

New Leaf Technology Solutions Ltd uses cookies on our website. Please see our [Cookie Policy](#) for more details.

11. Disclosures

New Leaf Technology Solutions Ltd reserves the right to disclose information about you:

- as required by law
- in connection with any legal action
- to defend our legal rights including fraud prevention and reducing credit risk

12. Contacting us

You can contact us by post writing to the following address: Kent Enterprise House, The Links, Herne Bay, Kent, United Kingdom, CT6 7GQ or by emailing us at privacy@newleaftechsolutions.com.

13. Privacy Notice Amendments

New Leaf Technology Solutions Ltd reserves the right to update this privacy notice from time to time, at any given time without announcement. You are encouraged to periodically review this notice to be informed of how New Leaf Technology Solutions Ltd is protecting your information.