



FarrSight Solutions Limited Privacy Policy

This privacy policy summarises how we, FarrSight Solutions Limited ("FarrSight") use your information.

From time to time we may need to make changes to this privacy policy. In the event that we update our privacy policy the updated version will be on our website. We advise you to regularly review this policy when you visit the website.

It will normally be clear when personal information is being collected. We may request your name, email address, address including post code, telephone number and date of birth, depending on the particular reason for which your personal information is being collected.

The personal information required will be the minimum to enable FarrSight to deal expeditiously with your request or enquiry. In certain circumstances, we will ask you for additional information to be able to deal with your request or enquiry. Where additional personal information is requested this will be marked and its provision is voluntary.

Website

We do not require you to register in order to access the Website. However, in the future registration or provided log-in details might be required, to access certain areas of the Website or services provided via the Website.

Sensitive information is not required or collected through the Website. Sensitive information includes data relating to race or ethnic origin, religious or similar beliefs.

IP Addresses of visitors are not logged. IP addresses are not used to track your session and are not linked to anything personally identifiable. We also do not use Cookies on the website.

Use of personal information

We will use the personal information for the purpose for which it was provided and you will be added to our database such that you may receive additional communications from FarrSight which we feel may be of interest to you. If you do not wish to receive such communications from us, please contact us at solutions@farrsight.com and we will remove your details from our database.

Your information and third parties

Although we may provide the personal information to service providers that handle information, under a data processor agreement, on our behalf, we do not share, sell or distribute personal data to or with third parties unless the transfer of your data to third parties is necessary for the performance of the purpose of which it was provided.

Information is not provided to third parties for their own marketing purposes and mailings are not undertaken by FarrSight for third parties.

We may disclose, transfer, sell or assign any of the information described above, including personally identifiable information, to third parties, as a result of or in preparation for the sale, merger, consolidation, change in control, transfer of substantial assets, reorganisation or liquidation of FarrSight and you consent to such disclosure, transfer, sale or assignment.

Security of your information

Generally accepted standards of technology and operational security have been implemented to protect personal information from loss, misuse, alteration and destruction. As you may be aware, however, no data transmission over the internet can be entirely secure. As a result, while we will always use reasonable endeavours to protect your personal information, we cannot guarantee that any information you submit to us will be free from unauthorised third party use or intrusion. Therefore, we cannot guarantee the security of your personal information, or your use of the Website.



We cannot guarantee that the Website is free from viruses or malicious codes. You agree that it is your responsibility to satisfy yourself that your own information technology/equipment used to access the Website is protected against such viruses and/or codes.

All employees are required to keep personal information confidential and only authorised personnel have access to this information.

Monitoring emails

We may intercept, monitor and/or keep records of email communication entering and leaving our systems. If you communicate through our systems you will be deemed to have consented to such interception and monitoring.

Links

FarrSight is not responsible for the privacy policies of third party Websites to which links are provided and you are advised to read the privacy policies on these Websites before providing any personal information.

We cannot guarantee that third party Websites to which links are provided are free from viruses or malicious codes. You agree that it is your responsibility to satisfy yourself that your own information technology/equipment used to access a third party Website is protected against such viruses and/or codes.

Accessing personal information

You can ask to review the personal information we hold about you and ask us to change or delete any of this information. You can do this by contacting the Data Protection Officer at FarrSight Solutions Limited, Cotton House, 12-18 Queen Street, Manchester, M2 5HS.

We will usually charge a small administration fee in relation to any requests for access to personal information.

FarrSight assumes responsibility for keeping an accurate record of your personal information as it is submitted. We cannot, however, ensure the ongoing accuracy of your personal information after it has been submitted without your assistance. Please help us keep your personal information current and accurate by contacting us if your personal information becomes out of date.

Data Controller

For the purposes of Data Protection, the Scheme Actuary is a data controller and FarrSight is a data processor.

FarrSight Solutions Limited is registered on the Data Protection Register, registration number Z5200219.

Comments and questions

If you have any comments or questions about this privacy policy, please contact the Data Protection Officer on 0161 877 9440. For information about data protection visit www.ico.org.uk.