



THE BARE NECESSITIES

Privacy Notice

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Introduction

This notice provides You with information concerning our collection and use of personal data. If You have any queries regarding this statement, please do not hesitate to contact Us. We are registered with the ICO in the UK and operate under the UK jurisdiction of the Data Protection Act 2018.

Summary

Naked Compliance Documents Limited (Naked Compliance/We/Us) only collects and processes personal data where it is necessary for the performance of a contract, to engage in pre-contract negotiations, or if it is in response to an inquiry instigated by a third party. Individual data subjects are the people within our client firms (You/Your).

Lawful Bases for Processing

Contractual Obligations

We collect, control and process personal information when necessary to communicate, deal with queries, process invoices and otherwise to provide services to our client firms, respond to inquiries, or discuss potential engagement.

Contractual purposes is the primary reason We collect and process personal data.

Legitimate interests

We might invite You to review other of our products or services on the basis that offering these to You will not prejudice the rights and freedoms of any individual. Note that this is usually only done as part of an ongoing contract and that suggestions for other products and services are made on request for advice.



Marketing

We do not use Your personal data for marketing purposes, nor will We share Your data with any other organisation for marketing purposes.

Special category personal data

We do not request or process any sensitive or special category personal data.

Special Category personal data are as follows.

- ✿ Racial or ethnic origin
- ✿ Political opinions
- ✿ Religious or philosophical beliefs
- ✿ Trade union membership
- ✿ Genetic data
- ✿ Biometric data
- ✿ Data concerning health
- ✿ Data concerning sex life or sexual orientation

None of the above types of information is ordinarily necessary or collected by Us; none of these areas are relevant.

Contact and Inquiries

Completing our initial enquiry form. If You contact Us via the web form on our website Your data will be protected by a secure socket layer. This site is hosted at WordPress.com, which Automattic Inc runs. We use a standard WordPress service to collect anonymous information about users' activity on the site, for example, the number of users viewing pages on the site, to monitor and report on the site's effectiveness and help improve it. For more information about how WordPress processes data, please see Automattic's privacy notice. If You enter details into our web form, these will be transmitted to Us via email and temporarily stored on a Microsoft Hosted Exchange. Digital Ocean secures the site. Email information will be stored via Google.



THE BARE NECESSITIES

Third-Party Processors

We only store contact & invoicing information with processors, and these data are under our control.

 [Mailchimp](#)

 [Xero](#)

 [Zoom](#)

 [Survey Monkey](#)

 [Appointy](#)

 [Loom](#)

 [Google](#)

 [DocuSign](#)

 [TrackMyRisks Portal](#)

 [Business Dropbox](#)

 [Apple](#)

 [Workiro](#)

Data Subject Rights

Under data protection law, You have the right to ask Us for a copy of the personal data We hold about You and to have any inaccuracies corrected or removed. You may also ask Us to delete all personal data held by Us or any controller or processor with which We have shared Your data. To do this, please contact Us in writing, by telephone or electronically.

Where We Store Your Personal Data

All the data We collect is stored on our encrypted server or backup drives in the UK and with our listed processors under contract.

Cookies & IP Addresses

Our website uses cookies purely to enhance Your experience. (A cookie is a piece of information that is stored on Your computer's hard drive which records how You have used a website. This means that when You go back to that website, it can give You tailored options based on the information it has stored about Your last visit.)

Vital cookies! Ones that are essential to the operation of the website. These enable a site to remember text entered in a page within the same session or to remember whether a user is logged in or not, the site cannot function without them.

Performance cookies collect information about website usage to enhance the web experience. Examples of these include website analytics (i.e. Google Analytics) and ad-response rates (where data is collected exclusively for calculating click-through rates). They don't collect information that can identify a particular visitor, although they are usually persistent and have fairly long expiry rates.

Functionality cookies These remember the choices that users make within a web page, such as usernames, language or region to provide an enhanced, more personalised web experience. They cannot track Your activity on other websites and are anonymous.

Advertising cookies Targeting or advertising cookies collect information about Your browsing habits to tailor third-party advertising to meet Your interests. They are usually placed by advertisers with website operators' permission: We do not use this type of cookie.

Contact details

Martin Fawcett: www.nakedcompliance.co.uk - Naked Compliance Documents Limited - Brynyfedwen, Pontrobert Meifod, Powys SY22 6JE

Any changes We may make to our privacy policy in the future will be posted on our website where appropriate or may be notified to You via a shared portal or e-mail.