



Privacy Policy

How we protect and use your information

Date: 28/03/2024

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Contents

Contents	1
1. Introduction.....	2
2. Contact Details	2
3. Types of Personal Data We Collect	2
4. Sources of Personal Data.....	2
5. Use of Personal Data	3
6. Lawful Basis for Processing.....	3
7. Sharing Personal Data.....	3
8. Data Retention	3
9. Your Rights.....	4
10. Security of Your Personal Data	4
11. Changes to This Policy.....	4

1. Introduction

At Aaran Beattie Solutions (ABS), we are committed to protecting the privacy and security of our clients' and website visitors' information. In accordance with the UK General Data Protection Regulation (UK GDPR), this privacy policy outlines how we collect, use, and safeguard the personal data you provide to us or that we collect about you when you use our services or visit our website.

2. Contact Details

Full Name of Legal Entity: Aaran Beattie Solutions Limited

Email Address: contact@aanbeattiesolutions.com

Postal Address: 272 Bath Street, Glasgow, G2 4JR

For any questions or concerns regarding this policy or your data protection rights, please contact us using the information provided above.

3. Types of Personal Data We Collect

We may collect and process the following categories of personal data:

- **Contact information:** Name, email address, telephone number, and postal address.
- **Business details:** Business name, job title, and industry sector.
- **Website usage data:** Information about how you use our website, including IP addresses, browser type, and visit duration.
- **Communication data:** Information contained in any communication between you and us, whether through email, our website's contact form, or otherwise.

4. Sources of Personal Data

- **Direct interactions:** You may provide us with your personal data by filling in forms on our website and corresponding with us by post, phone, email, or otherwise.
- **Automated technologies:** As you interact with our website, we may automatically collect technical data about your equipment, browsing actions, and patterns.

5. Use of Personal Data

Your personal data is used for the following purposes:

- To provide our consultancy and business process outsourcing services.
- To manage our relationship with you, including notifying you about changes to our terms or privacy policy.
- To administer and protect our business and the ABS website, including troubleshooting, data analysis, and system testing.
- To deliver relevant website content and advertisements to you and measure or understand the effectiveness of the advertising we serve to you.

6. Lawful Basis for Processing

Our lawful basis for processing your personal data includes:

- **Contractual necessity:** Processing your data where it is necessary for the performance of a contract to which you are a party or to take steps at your request before entering into such a contract.
- **Legal obligation:** Processing your data where it is necessary for compliance with a legal obligation we are subject to.
- **Legitimate interests:** Processing for the purposes of our legitimate interests or those of a third party, provided your interests and fundamental rights do not override those interests.

7. Sharing Personal Data

We may share your personal data with third parties where required by law, where it is necessary to administer the working relationship with you, or where we have another legitimate interest in doing so. This includes sharing information with IT service providers, professional advisers, and regulators.

8. Data Retention

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. In general, we will hold your personal data for a period of six years, after which it will be securely deleted.

9. Your Rights

Under the UK GDPR, you have rights in relation to your personal data, including the right to request access, correction, erasure, restriction, transfer, or to object to processing, to portability of data, and (where the lawful basis of processing is consent) to withdraw consent.

10. Security of Your Personal Data

We have implemented appropriate security measures to prevent your personal data from being accidentally lost, used, or accessed in an unauthorised way, altered, or disclosed.

11. Changes to This Policy

We reserve the right to update this privacy policy at any time. We will provide you with a new privacy policy when we make any substantial updates.

This policy is effective from 28/03/2024.