# **Privacy Policy**

www.TAAS-ltd.com



#### Data we collect

Necessary cookies for the purpose of site usability and optimal user experience. These cookies are essential for you to browse our website and use certain features, such as accessing secure areas of the site.

# [+] In addition:

Should you choose to provide certain information to further a query, we will collect your name, job title and email address. Your expression of consent through the provision of this data is the only basis for T.A.A.S to process your data in the purpose of offering the most suitable service to match your needs. Should you no longer wish to be contacted in line with our services, you are free to revoke your consent and we will erase the data specified.

Your data is not used for any other purposes, nor is it shared with any third parties outside of the T.A.A.S Group.



### How we use your data

- To offer you bespoke T.A.A.S services
- To constantly improve our site and offer you the best browsing experience
- To contact you when necessary to provide you with our services, or in line with related services we believe will be of benefit to you
  - To keep our website secure



#### Who we share your data with

- With Microsoft, in order to contact you by email
- With analysis service providers and search engines to improve your user experience
  - With members of the T.A.A.S Group (T.A.A.S Inc. Limited, our U.K, sister company)
- With our Partners in order to provide tailored services to match your needs
- With government entities and public institutions, solely if mandated by law



# Where we store your data

 Your personal data is stored in servers in the European Union and is fully protected under EU legislation



# How we secure your data

We take all necessary measures to keep your personal data safe and secure through adequate safeguards in place. Data-in-transit is encrypted using Secure Sockets Layer (SSL) technology, which encrypts information before it is exchanged through the Internet, between the user's device and T.A.A.S systems. This ensures the data is incomprehensive to any unauthorized users and guarantees the confidentiality of the information transmitted. Please note, however, that these protections do not apply to information you choose to share in public areas such as third-party social networking sites.

- Data retention: We ensure that your personal data shall not be retained for longer than necessary, as determined by our Data Retention Policy to reduce the likelihood/severity of a data breach
- Policy Violation: Any breach of security or policy violation leading to the accidental, deliberate or unlawful destruction, loss, alteration, or access to personal data will be reported to T.A.A.S management for immediate action. When a personal data breach is likely to result in a high risk to the rights and freedoms of natural persons, T.A.A.S will contact the affected individuals without undue delay and report to the Regulatory Authority (NITDA) within 72 hours of discover.



# Your rights as a Data Subject

- As the owner of personal data (Data Subject), you have the right to ask us the following:
- To provide you with a copy of the personal data we keep on you
- To amend and correct incorrect data
- To erase your data
- To stop processing your data
- To transfer your data to another company or entity
- $\blacksquare$  To withdraw your consent where given



#### **Data Protection Officer**

To exercise your rights or for any queries regarding this Policy, please address the Data Protection Officer at: [DPO@TAAS-ltd.com]