

Data Privacy Notice

We are NTERACTIVE CONSULTING & EVENTS LIMITED with registered number 07150569 and address 23 The Causeway TW18 3AQ. Our Data Protection Lead can be contacted through the [‘Contact Us’ section of website](#). We have produced this privacy notice in order to keep you informed of how we handle your personal data. All handling of your personal data is done in compliance with the General Data Protection Regulation (EU) 2016/679 (“Data Protection Legislation”). The terms “personal data”, “Special Categories of personal data”, “personal data breach”, “Data Protection Officer”, “Data Controller”, “Data Processor”, “Data Subject” and “process” (in the context of usage of personal data) shall have the meanings given to them in the Data Protection Legislation. “Data Protection Lead” is the title given to the member of staff leading our data protection compliance programme in lieu of a requirement for a Data Protection Officer.

You can view our [terms and conditions of use for our website here](#).

What are your rights?

When reading this notice, it might be helpful to understand that your rights arising under Data Protection Legislation include:

- The right to be informed of how your personal data is used (through this notice);
- The right to access any personal data held about you;
- The right to rectify any inaccurate or incomplete personal data held about you;
- The right to erasure where it cannot be justified that the information held satisfies any of the criteria outlined in this policy;
- The right to prevent processing for direct marketing purposes, scientific/historical research or in any such way that is likely to cause substantial damage to you or another, including through profile building; and
- The right to object to processing that results in decisions being made about you by automated processes and prevent those decisions being enacted.

You can exercise your right to access personal data held about you by using through the [‘Contact Us’ section of website](#) with the subject line: “Subject Access Request”. When you submit a ‘subject access request’, you will need to provide confirmation of your identity by contacting us using the email address that you use with us (if applicable) as well as your phone number so that we can call to confirm your identity, if necessary. This is provided free of charge and our response will be made within thirty (30) days, unless our Data Protection Lead deems your request as being excessive or unfounded. If this is the case, we will inform you of our reasonable administration costs in advance and/or any associated delays, giving you the opportunity to choose whether you would like to pursue your request. If you believe we have made a mistake in evaluating your request, please see the section ‘Who can you complain to?’.

If you have questions about any of the rights noted above, please [contact us](#).

Who is the Data Controller?

- If we have collected your personal data directly from you for our own purposes, we are the Data Controller.
- If your data has been passed to us by a third party for processing under their instruction, that third party is the Data Controller. They should have notified you that they would be passing your personal data to us, NTERACTIVE CONSULTING & EVENTS LIMITED, at the time they collected your data and within their own privacy notices/standards. We will notify you that we have received your personal data, and who from, before we first process your data.
- If we have received your personal data as part of a direct administrative relationship between our business and yours, we are the Data Controller.

What are the lawful bases for processing personal data?

Under Data Protection Legislation, there must be a 'lawful basis' for the use of personal data. The lawful bases are outlined in Article 6, Section 1 of the GDPR. They are sub-sections:

- a) 'your consent';
- b) 'performance of a contract';
- c) 'compliance with a legal obligation';
- d) 'protection of your, or another's vital interests';
- e) 'public interest/official authority'; and
- f) 'our legitimate interests'.

What are NTERACTIVE CONSULTING & EVENTS LIMITED's 'legitimate interests'?

Legitimate interests are a flexible basis upon which the law permits the processing of an individual's personal data. To determine whether we have a legitimate interest in processing your data, we balance the needs and benefits to us against the risks and benefits for you of us processing your data. This balancing is performed as objectively as possible by our Data Protection Lead. You are able to object to our processing and we shall consider the extent to which this affects whether we have a legitimate interest. If you would like to find out more about our legitimate interests, please [contact us](#).

About our processing of your data

We might collect, use, store and transfer different kinds of personal data about you which we have grouped together as follows:

Identity Data such as names, usernames or similar; marital status; title; date of birth; sex and gender.

Contact Data such as addresses; email addresses and telephone numbers.

Financial Data such as bank account and payment card information.

Transaction Data such as information about payments and details of purchases you have made.

Technical Data such as IP addresses; login data; browser info; time zone; location; browser plug-ins; operating systems; platforms and other technology on the device used to access this website.

Profile Data such as usernames; passwords; security answers; purchases/orders; interests; preferences; feedback and responses to surveys, blogs and messages.

Usage Data such as analytics relating to how you use the website.

Marketing and Communications Data such as your preferences about receiving communications from us or third parties.

We also collect, use and share **Aggregated Data** such as statistical or demographic data. Aggregated Data can be derived from your personal data but is not itself personal data as it cannot be used to reveal your identity. If Aggregated Data is ever used in combination with your personal data and becomes identifiable, it will be treated in accordance with this notice.

NTERACTIVE CONSULTING & EVENTS LIMITED does not collect any **personal data** about criminal convictions/offences.

Reference	What categories of information about you do we process?	Why are we processing your data?	Where did we get your personal data from?
Client Contracts	<ul style="list-style-type: none"> Identity Data Contact Data 	Processing the personal data of our client's Employees/Agents in order to communicate with our clients and work together in the performance of our contract. This processing is conducted lawfully on the basis of 'performance of a contract'.	Either directly obtained, or in accordance with 'Business Development' or 'Ad-Hoc Response' below.
Delegate Registration	<ul style="list-style-type: none"> Identity Data Contact Data Technical Data Special Categories of Data 	Registering delegates at our client's events through registration website, including the recording of contact details, dietary requirements, medical needs and other essential needs of each delegate. This processing is conducted lawfully on the basis of 'performance of a contract'.	Indirectly obtained through our clients (who shall notify you as such) or directly obtained through our website and subject to this notice.
Business Development	<ul style="list-style-type: none"> Identity Data Contact Data 	Networking with the employees and associates of prospective clients by finding members through online networking websites, business events, referrals and similar, where Data Subjects have made available their personal data for business purposes. This processing is conducted lawfully on the basis of 'our legitimate interests'.	Directly obtained at events and through connections online, or indirectly obtained through referral by your associates to whom you have granted

			permission to refer you to us.
Ad-hoc Response	<ul style="list-style-type: none"> • Identity Data • Contact Data 	To respond to queries received through our website or in response to cold calls/emails. This processing is conducted lawfully on the basis of 'our legitimate interests'.	Directly obtained.
Client Sponsorship Programme	<ul style="list-style-type: none"> • Identity Data • Contact Data 	To make contact with the employees of our client's partners in order to offer sponsorship opportunities for the events we run on behalf of our clients. This processing is conducted lawfully on the basis of 'performance of a contract'.	Indirectly obtained through referral by your associates to whom you have granted permission to refer you to us.
B2B Marketing	<ul style="list-style-type: none"> • Identity Data • Contact Data • Marketing and Communications Data 	Marketing to and communicating with individuals working with our current and prospective clients in order to promote our services and keep you informed of important information we think is relevant to your business needs. This processing is conducted lawfully on the basis of 'our legitimate interests'.	Either directly obtained, or in accordance with 'Business Development' or 'Ad-Hoc Response' above.
Web Analytics	<ul style="list-style-type: none"> • Identity Data • Contact Data • Technical Data • Profile Data • Usage Data 	To produce Aggregated Data in order to improve our products, services and website and ensure that our website is presented in the most effective way possible, as well as trouble-shooting. This processing is conducted lawfully on the basis of 'our legitimate interests'.	Directly obtained.

Cookies

We may obtain information about Your general internet usage and the usage of Our Website by using a 'cookie' file, which is stored on your device. Are part of our 'Web Analytics' processing noted above. Some of our cookies are essential for our website to operate.

What happens if I refuse to give NTERACTIVE CONSULTING & EVENTS LIMITED my personal data?

The information about you that we have collected for the performance of our contracts is required in order for us to successfully fulfil our obligations to you. If you choose not to provide the personal data requested, we will not be able to enter into a contract with you to provide the services we offer. If we are already processing your personal information under a contract, you must end our contractual relationship (as/where permitted) in order to exercise some of your rights.

What profiling or automated decision making does NTERACTIVE CONSULTING & EVENTS LIMITED perform?

NTERACTIVE CONSULTING & EVENTS LIMITED does not perform any profiling or automated decision making based on your personal data.

How long will your personal data be kept?

NTERACTIVE CONSULTING & EVENTS LIMITED holds different categories of personal data for different periods of time. Wherever possible, we will endeavour to minimise the amount of personal data that we hold and the length of time for which it is held.

- If we process your data on the basis of 'legitimate interests', we will retain your data for as long as the purpose for which it is processed remains active. We review the status of our legitimate interests every twelve (12) months and will update this notice whenever we determine that either a legitimate interest no longer exists or that a new one has been found.
- All categories of personal data that are held by us because they are essential for the performance of a contract, will be held for a period of six years, as determined by reference to the Limitations Act 1980, for the purposes of exercising or defending legal claims.

Who else will receive your personal data?

NTERACTIVE CONSULTING & EVENTS LIMITED passes your data to the third parties listed in the section 'Third Party Interests' below.

Does your data leave the EU?

Yes. Details are included in the section 'Third Party Interests' below.

Third Party Interests**Our Data Processors**

Name or Category of Third Party Processor	Purposes for carrying out processing	If applicable – where does data leaving the EEA go and what safeguards are in place?
Egnyte	Cloud File Server	
Etouches	Event Registration system	
Omega	Crew & Client Travel provider	Global EU Standard Terms Privacy Shield in USA
Microsoft	Office 365 (emails, communication and project management)	Global EU Standard Terms Privacy Shield in USA
Apple	Mobile working systems (iOS)	Global EU Standard Terms Privacy Shield in USA
Hotels	Providing Accommodation	Global EU Standard Terms Privacy Shield in USA
Destination Management Companies	Providing location ground service support	Global EU Standard Terms Privacy Shield in USA
Venues	Providing event facilities	Global EU Standard Terms Privacy Shield in USA
IT Contractors	Providing IT support services to Nteractive	
Events Contractors	Providing event management services to Nteractive	Global EU Standard Terms Privacy Shield in USA
Hubspot	Customer Relationship Manager	

Who can you complain to?

In addition to sending us your complaints directly to [‘Contact Us’ section of website](#), you can send complaints to our supervisory authority. As NTERACTIVE CONSULTING & EVENTS LIMITED predominantly handles the personal data of UK nationals, our supervisory authority is the Information Commissioner’s Office. If you believe that we have failed in our compliance with data protection legislation, complaints to this authority can be made by visiting <https://ico.org.uk/concerns/>.