# **Data Protection Policy**

#### **Our Collection of Your Personal Data**

Interscience Communications Ltd collects and uses information that, alone or in combination with other information, could be used to identify you ("Personal Data") in order to deliver our services.

Personal data that you voluntarily provide to us. Interscience Communications primarily collects Personal Data provided to us by persons when they have registered or signed up to use our services or events. Names and email addresses are shared with an email management system (MailChimp) for our exclusive use. This system provides its own means to unsubscribe and deregister from the system. Data is also provided directly to third party providers when clients have registered for services or events (via the hosting party's registration system) and when paying fees.

### **How We Use Information**

To provide our products and services and respond to requests. We use the Personal Data we collect from you (unless otherwise restricted by law) to:

Provide information concerning services or events.

Where required by the applicable law (for example, if you are an EU Data Subject), we will send you information or notifications only with your continued consent.

#### **Disclosure of Information**

Interscience Communications does not disclose Personal Data that we collect (described above) to third parties.

#### **EU Data Subjects**

Scope. This section applies if you are an individual located in the European Union ("EU") ("EU Data Subject"). For these purposes, reference to the EU also includes the European Economic Area countries of Iceland, Liechtenstein and Norway and, where applicable, Switzerland.

Your Rights. You have the following rights in relation to your Personal Data:

Right of access: If you ask us, we will confirm whether we are processing your Personal Data and, if so, provide you with a copy of that Personal Data (along with certain other details).

Right to rectification: If your Personal Data is inaccurate or incomplete, you are entitled to have it rectified or completed.

Right to erasure: You may ask us to delete or remove your Personal Data and we will do so.

Right to withdraw consent: You have the right to withdraw your consent for us to use your data at any time.

You may exercise your rights by contacting us as indicated under "Contact Us" section below.

### **Our Security Measures to Protect Your Personal Data**

We are committed to taking reasonable efforts to secure the information that you choose to provide us, and we restrict access to Personal Data to our contractors and service providers who need to know the information in order to operate, develop, or improve our services.

**Cuthbert Chong** serves as the Data Protection Officer (DPO), overseeing the emails list in accordance with this policy.

Unfortunately, no transmission of Personal Data over the Internet can be guaranteed to be 100% secure. Accordingly, and despite our efforts, Interscience Communications cannot guarantee or warrant the security of any information you transmit to us, or to or from our online products or services or service providers. Interscience Communications has no responsibility or liability for the security of information transmitted via the Internet.

We retain your Personal Data for as long as needed to provide you information about our services, comply with our legal obligations, resolve disputes and enforce our agreements.

## **Changes to the Privacy Policy**

As Interscience Communications changes and evolves over time, we may update this Data Protection Policy to reflect changes to our information practices. We reserve the right to amend the Privacy Policy at any time, for any reason, and may do so by posting a new version online. Your continued use of the Websites and/or continued provision of Personal Data to us will be subject to the terms of the then-current Policy. If we make any material changes or if otherwise required by the applicable law, we will notify you by email (sent to the e-mail address specified on your registration) or by means of a notice on this website prior to the change becoming effective. We encourage you to periodically review this page for the latest information on our privacy practices.

#### **Contact Us**

If you have any questions about this Policy or our treatment of the information you provide us, please contact the Interscience Communications team at: Office@intersciencecomms.co.uk