

Dime Website Privacy Policy

Dime Limited respects your right to privacy and complies with its obligations under the General Data Protection Regulation (GDPR).

This website privacy policy helps you understand how the company deals with any personal data you provide when you visit its website or interact with us online.

By visiting the Dime Limited website you are accepting the terms of this website privacy policy.

This website may contain external links to other websites but Dime Limited is not responsible or liable for the privacy policies of any third-party website.

What types of information do we collect?

When sending a message to us through our website; accessing a product on our website; or making a booking for a course you will be asked to provide the minimum personal details such as your name and email address so we can respond to your query or process your order.

We do not collect technical information from you (such as IP address and which browser and device you access the site with), when you browse our website anonymously.

Dime Limited does not knowingly collect personal information from children under the age of 16. If you are under the age of 16, please do not submit any personal information to us. We encourage parents and legal guardians to monitor their children's internet usage and to help enforce this Policy by instructing their children never to provide personal information online without their permission.

What do we use your information for?

The law requires that there be a legal basis for the Company to process your personal data. In general, this will be one, or a combination, of the following:

- i your consent
- ii the processing is necessary for the performance of a contract with you
- iii compliance by the Company with a legal obligation to which it is subject
- iv the pursuit of the legitimate interest of the Company, except where such interests are overridden by your interests or your fundamental rights and freedoms.

The Company can also process your personal data in the rare event that it is necessary in order to protect your, or another person's, vital interests or in the performance of a task being carried out by the Company in the public interest.

In practical terms, the information the Company collects from you may be used in one or more of the following ways:

- To provide you with updates and information relating only to your original request. At any time, you can unsubscribe from receiving future emails from the Company by sending us an email.
- To process online orders or bookings and to follow up or confirm, where relevant or requested, by email, phone or post on any transactions and issue invoices and payment receipts.

How do we protect your information?

The Company takes, and will continue to take, all reasonable steps (which includes relevant technical and organisational measures) to guarantee the safety of the data you provide to us and we will only use the data for the intended purpose.

However, the nature of the internet is such that we cannot guarantee or warrant the security of any information you transmit to us via the Internet will be 100% secure.

Do we use cookies or Google Analytics?

NO. We do NOT use cookies or Google Analytics as we do not compile anonymous data about site traffic and site interaction.

Cookies are small files that a site or its service provider transfers to your computer's hard drive through your web browser (if you allow) that lets them recognise your browser and capture and remember certain information.

Google Analytics is a web analytics service offered by Google that tracks and reports website traffic.

Do we disclose any information to outside parties?

NO. We do NOT disclose your personal data to outside parties.

We may share your personal data where you have given permission and only for the purpose of addressing your inquiry or performing a contract with you.

We also reserve the right to enforce our site policies in order to protect our rights and the rights of other individuals in a manner that is safe and compliant with the law.

Do we transfer data outside the EEA?

Our website hosting facilities are situated in the UK.

We are not affected by any Brexit scenario as we do not collect data, store or process personal data.

We are monitoring closely the guidance issued by the UK government on its preparations and intentions regarding data protection law if there is no deal. European data protection laws will be incorporated into UK law, therefore the GDPR will continue to apply to all personal data processed in the UK.

Do we retain data indefinitely?

NO. Our policy is to keep your personal information only for as long as it is needed to address your inquiry or perform a contract with you.

The data retention period is two weeks after the date of first contact with us. The data are deleted after this period if there is no further correspondence with you.

The data retention policy is reviewed and updated from time to time.

You will be notified of any changes in the data retention policy as soon.

Your rights under the GDPR

You have various rights under the GDPR. In particular, you may object to the processing of your personal data. When you want to exercise one of these data subject rights – and you are eligible to – Dime Limited will respond according to the GDPR.

- 1 The right of access: you have the right to know whether Dime Limited is processing data about you and, if so, you can request access to it.
- 2 The right to rectification: if your personal data is inaccurate, Dime Limited will facilitate its correction once it becomes aware of the inaccuracy.
- 3 The right to erasure or right to be forgotten: you are able to ask us to delete your personal data if you no longer want it to be processed and there is no legitimate reason for Dime Limited to keep it.
- 4 The right to restriction of processing: you have the right to limit the processing of your personal data.
- 5 The right to withdraw consent: you have the right to withdraw consent where we have relied upon your consent to process your personal data.
- 6 The right to be informed: you have the right to clear and understandable information about who is processing your data, what they are processing and why they are processing it.
- 7 The right to data portability: you have the right to ask us to transfer your personal data to another service provider.
- 8 The right to object: you can say if you don't want processing of your data to be undertaken.

- 9 The right not to be subject to a decision based solely on automated processing: This includes profiling, which produces legal effects or significantly affects you.

If you wish to exercise any of the above rights please send a written request to: compliance@dimeltd.com Alternatively, you may call us on 00441865711594 or post your request to: Compliance Officer, Dime Limited, 74 Oxford Road, Littlemore OX4 4PE, UK.

Online privacy policy only

This online privacy policy applies only to information collected through our website and not to information collected offline.

Changes to our privacy policy

We reserve the right to make changes to our web privacy policy at any time without prior consultation; these changes will be posted on this page together with the privacy policy revision date.

Contacting us

If you have any questions regarding this privacy policy, you may contact us at:
Compliance Officer,
Dime Limited, 74 Oxford Road, Littlemore OXFORD OX4 4PE, UK
Website: www.dimeltd.com
Email: compliance@dimeltd.com
Telephone: 00441865711594

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4 December 2019