

## PRIVACY-DATA PROTECTION POLICY

### 1. CONTEXT

The Essentia Foundation understands that privacy is especially important to you (the member or person using our Website) and we are committed to protecting and respecting your privacy. We will process any personal data we may hold about you in full compliance with data protection laws.

We are the data controller for the purposes of data protection laws applicable in the UK. This policy together with any other documents referred to in it, sets out the basis on which any personal information we hold about you will be processed by us.

### 2. OUR WEBSITE

By clicking 'I Accept' on the Privacy Policy pop-up, which will appear upon your first visit to our Website, you are accepting and consenting to practices described in this policy. You have the right to withdraw your consent at any time, unless processing your information is required for us to fulfil our contractual obligations to you, for example under a funding agreement. If you wish to do so, please contact us by writing to our registered address which is published on our website.

Our Website uses cookies to improve its functionality and for marketing, personalisation, and analysis purposes. Some cookies used on our Website can therefore collect information capable of identifying you. If you give us permission to use cookies any information about you which is collected by those cookies will be processed in accordance with this privacy policy. You can opt out of this at any time.

### 3. YOUR RIGHTS

You have the right to access the information we hold about you, free of charge,

You have the right to withdraw your consent to the practices described in this policy at any time by contacting us by writing to our registered address, which is published on our website, unless processing your personal information is required for us to fulfil our contractual obligations to you, for example a funding agreement or an agreement with a supplier.

You have the right to ask us to erase your personal information if:

- You withdraw your consent to our processing of your personal data or
- Your personal data have been processed unlawfully by us or
- Your personal data are no longer necessary for the purposes for which it was collected by us.

We do not have to comply with a request to erase your personal data if we need to use this data for statistical purposes or as may otherwise be permitted by law. In each case



listed above we will only process your personal data with your consent or as otherwise permitted by law.

If you believe our processing of your personal information does not comply with data protection law, you can make a complaint to the Information Commissioner's Office (ICO) using the following details:

Information Commissioner's Office

45 Melville Street

Edinburgh

EH3 7HL

0303 123 1113

#### 4. REVIEWING OUR POLICY

Our Privacy- Data Protection Policy will be reviewed every 3 years or when there are changes in legislation.

