



WHERE META MATTERS

Privacy Policy

Version 1.0

November 2020



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1. Revision history

Version	Modified by	Date	Notes
1.0	Sean Millar	June 2018	Added to website
1.0	Sean Millar	November 2020	Reissued to new website

2. Privacy Policy

2.1. Purpose

This document outlines the privacy policy of MIT and the use of the MIT Website.

2.2. Contact Details

Our contact details

Address: MIT Dynamic Technologies Ltd, The Barn, Coptfold Hall Farm, Writtle Road, Margaretting, Essex CM4 0EL

Phone Number: 08442478881

E-mail: info@mit-tech.co.uk

2.3. Policy

2.3.1. The type of personal information we collect

We currently collect and process the following information when you access our website

- Contact information such as name, email address and phone number (when you fill in a contact form)
- Website user statistics such as the device, browser and IP address being used to access the website.

2.3.2. How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- When you fill in a contact form on our website
- When you engage with our live chat function to raise a support ticket, ask a question or for general enquiries.

We use the information that you have given us to contact you in response to requests for information and/or requests to be contacted.

We do not share this information with anyone else.

Under the General Data Protection Regulation (GDPR) and data protection act (2018) the lawful basis we rely on for processing this information are:

(a) Your consent. You can remove your consent at any time. You can do this by contacting us using the details in this document, rejecting the cookie notice and not providing us with any further information through website contact forms.

(b) We have a legitimate interest.

2.3.3. How we store your personal information

Your information is securely stored, and we only keep your contact information for as long as necessary to remain in contact with you for the purposes of responding to your request. We may then keep your information if it is required for further business purposes such as the provision of products and services to you.

2.3.4. Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at infor@mit-tech.co.uk or through our website <https://www.mit-tech.co.uk> if you wish to make a request.

2.3.5. How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at info@mit-tech.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>