

Privacy Policy for Outsource

This privacy policy sets out how Outsource uses and protects any information that you give us. We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our services, then you can be assured that it will only be used in accordance with this privacy statement.

What we collect

We collect the following information:

- name
- contact information including email address
- some demographic information or details related to your preferences and interests.
- banking details for our suppliers

We do not share any information with other organisations without specific consent unless we are legally obliged to do so.

Outsource uses the information we collect about you for:

- Internal record keeping.
- To improve our services.
- To send communications about our services, news and events
- From time to time, we may also use your information to contact you for research or monitoring purposes.

When you make payments to Outsource, we do not store any of the details provided by you.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

Website

We use cookies on our website but only for the purpose of monitoring how visitors use the site. However, our website may contain links to other websites where we are not responsible for the protection and privacy of any information which you provide.

Controlling your personal information

You may request details of personal information which we hold about you under the General Data Protection Regulation. If you would like a copy of the information held on you please email ask@outsource.org.uk. We will contact you and ask for verifying details so we know that it is you.

If you believe that any information we are holding on you is incorrect or incomplete, please contact us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.