

# Breakthrough Labs Privacy Policy

## **Our contact details**

Name: Breakthrough Labs

Web Address: <https://www.breakthroughlabs.net/>

E-mail: [info@breakthroughlabs.net](mailto:info@breakthroughlabs.net)

## **The type of personal information we collect**

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)
- Any other information that you may provide in the process of filling in our contact forms, application forms or any other form on the site

## **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:

- Registering for our mailing list via the website
- Applying for inclusion in any Breakthrough Labs programmes

We use the information that you have given us in order to keep you informed as to the updates and offerings from Breakthrough Labs. We may periodically send email newsletters containing information, updates, promotions or services which we think you may find interesting using the email address which you have provided.

We will not share this information with other organisations or individuals.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

**(a) Your consent. You are able to remove your consent at any time. You can do this by contacting [info@breakthroughlabs.net](mailto:info@breakthroughlabs.net).**

Please ensure the subject line of the email is: 'Please do not contact me'.

## **How we store your personal information**

Your information is securely stored. We will store your personal data on record and process it in accordance with this privacy policy until you either withdraw consent or because there is no legitimate reason for us to retain this data.

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 online.

## **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 [info@breakthroughlabs.net](mailto:info@breakthroughlabs.net) if you wish to make a request.

## **How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at [info@breakthroughlabs.net](mailto:info@breakthroughlabs.net).

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>