

Avenir Analytics - Privacy Policy

Avenir Analytics Limited (hereinafter “we” or “Avenir”) is committed to the protection and respect of your privacy. In this policy, we set out how we process personal data. For the purpose of the European Union’s General Data Protection Regulation (GDPR), in force from 25 May 2018, the data controller is Lisa Sheil – Office Manager at Avenir Analytics.

1. The information Avenir may collect

1.a. Personal data

Avenir collects and uses personal data for the purpose of resource management for project work. Personal data will generally consist of your name, contact details, education history, employment history and other information that may be contained in your CV.

As part of registration on to our human resource management platform, Avenir will ask to confirm consent to this Avenir privacy policy and agreement to hold your personal information on record until requested to remove this.

Personal data will be requested, stored, processed and used by Avenir to:

- Compare and match profiles / personal data with project requirements and team positions on project teams.
- Submit Curriculum Vitae as part of Avenir project proposals to clients. The Avenir team will ask for your consent before doing this.

For specialists, who are being contracted on project-basis by Avenir, additional personal information may be required to facilitate administrative processes such as bank account details, passport details and national identification numbers.

All data [with exception of abridged CV information] will only be collected to facilitate the project work and will remain within the Avenir core team. Administrative information will be held as long as it is required for the project work.

1.b. Statistical data

This includes all information which refers to general statistics, such as page traffic, resources you access and demography. Your identification through this data is not possible.

1.c. Cookies

- A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

- Avenir does not use Google AdSense Advertising or any other advertising applications on its website.
- We use cookies to analyse our web traffic, using analytics package. Aggregated usage data helps us improve the website structure, design, content and functions.
- Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.
- You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser settings to decline cookies if you prefer. However, this may prevent you from taking full advantage of the website.

2. Following links to and from our website

Our site may contain links to and from the websites of partners. If you follow a link to any of these websites, please note that these websites have their own privacy policies and we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

3. Disclosure of the data we collect

We may disclose your personal data to third parties if this is necessary:

- Under a duty to disclose or share your personal data in order to comply with any legal obligation;
- To protect the rights, property, or safety of Avenir or others.

4. Terms and Conditions

By agreeing to this document, you agree to be bound by the terms and conditions below. Avenir may modify this agreement at any time, and such modifications shall be effective immediately upon posting of the modified agreement.

5. Avenir data management

We will use our best endeavours to guarantee that Personal Data submitted on to Avenir's HR platform is maintained and up to date. After submitting information to the HR platform, Avenir will send a quarterly email to request those registered to go to the HR platform and confirm that data is up to date, update the information as required or remove all personal data. As such, it is your responsibility to access your Personal Data on the HR platform and ensure that you are in agreement with the information included.

6. Access to your data

You may at any time modify, update, erase/delete or take a copy of your Personal Data on the Avenir HR platform. You can do this by login in to your profile on the following link:

<http://aveniranalytics.com/>.

7. Security of Personal Information

We are committed to the protection of Personal Information submitted to us. To avoid unauthorised access or disclosure, we have put in place electronic and managerial procedures aiming at safeguarding and securing the personal data collected.

8. Use of Personal Data beyond the scope of the Avenir Privacy Policy

If Avenir intends to use your Personal Data in a way that is not in line with that stated in this Privacy Policy, you will be asked for consent. In addition, it will be your decision as to whether or not you are happy that Avenir continues to store and process your information.

9. About this policy

Any changes we may make to our privacy policy in the future will be promptly posted on our website, so you are always informed how Avenir treats your personal data. The latest version was published on 25 May 2018.

10. Contact

Please contact us if you have any questions about our privacy policy or information we hold about you at avenir@aveniranalytics.com.