

CONSULTANCY

Privacy Policy for Commpass Communications Consultancy

Compass Communications Consultancy is committed to protecting your privacy in compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. This policy outlines how we handle your personal information on our website.

About Data Privacy Law

UK data privacy law ensures that organisations collect, use, and store personal data responsibly and transparently. This law affects Compass Communications Consultancy by requiring us to clarify how we collect, use, and safeguard any personal information you may provide.

What Personal Data We Collect

Our website collects minimal data, including:

- **Cookies**: We use cookies for site functionality and performance insights. Cookies help us understand user activity, which improves our content and your experience.
- **Contact Form Submissions**: If you choose to share your contact details through our contact form, we collect your:
 - o Full name
 - o Email address
 - o Your message

No additional personal data is collected or processed on this site, and we do not sell any products or collect or process any payments.

How We Use Your Data

Cookies: We use cookies to improve site functionality and monitor general visitor activity.

Data Sharing

Compass Communications Consultancy will not share your personal information with third parties unless required by law.

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Data Retention

We retain form submissions (name, email, and story) for as long as they are relevant to our mission and platform. You may request the removal of your data at any time by contacting us at hello@commpassconsultancy.com.

Requesting Data Removal

If you wish to request the removal of any personal data, please contact us at <u>hello@commpassconsultancy.com</u> with the subject line "Data Removal Request." We aim to respond to all requests within 30 days.

If You Do Not Receive a Response

In the unlikely event that you do not receive a response within 30 days, please follow up by contacting us again or reach out to the Information Commissioner's Office (ICO) to lodge a complaint, as this may indicate an oversight.

Your Rights

Under UK law, you have the right to:

- Access your data
- Request correction or deletion of your data
- Withdraw consent at any time
- Lodge a complaint with the Information Commissioner's Office (ICO) if you believe we have mishandled your data.

Cookies

Cookies are small text files placed on your device to help the website function and improve user experience. You may disable cookies in your browser settings, though some site features may be affected.

Contact Us

For any questions or requests regarding your personal data, please contact us at <u>hello@commpassconsultancy.com</u>.

Last Updated: 15 July 2025