

FSC and the European Union General Data Protection Regulation (GDPR)

Privacy Policy – May 2018

Personal Data

Fleet Street Communications (FSC) uses the information collected from you to provide PR and marketing information and news that the agency believes may be of interest to you, your business and/or news outlet.

We will contact you with relevant information in accordance to our business and contractual obligations to our clients and to also respond to any PR and communications enquiries. This includes, but is not limited to; press releases, media advisories, invitations and notices of media events, corresponding photography, information about prospective spokespeople relevant to your business remit, details of any media trips and information relating to any travel.

We will also promote the PR, communications and consultancy services offered by FSC and/or to market the services and/or products offered by FSC's existing clients.

FSC will only collect the information needed for these explicit business purposes. This agency does not sell data or share with any third-parties.

When you initiate contact with FSC, you consent to us maintaining a professional dialogue with you until you either opt out (which you can do at any stage) or we decide to desist in promoting our services.

FSC also acts as a data processor on behalf of our clients. When working exclusively as a data processor, FSC will be acting on the instruction of its client who we will work to ensure is fully GDPR-compliant.

Website

Some personal data may be collected about you from the enquiry forms you complete online, from records of our correspondence and details of your visits to our website, including (but not limited to); personally identifying information like Internet Protocol (IP) addresses. FSC may from time-to-time use such information to identify its visitors. FSC may also collect statistics about the behaviour of visitors to its website.

FSC's website uses cookies, which is a string of information that a website stores on a visitor's computer, and that the visitor's browser provides to the website each time the visitor returns. Any FSC website visitors who do not wish to have cookies placed on their computers should set their browsers to refuse cookies before using our website.

Social Media

FSC uses a number of social media channels. If you send us a private or direct message via social media the message could be stored by the individual platforms.

Consent

Through agreeing to this privacy notice you are consenting to Fleet Street Communications processing your personal data for the purposes outlined.

You can withdraw consent at any time by emailing GDPR@fsc.uk.com

Data storage

Data is held in the United Kingdom using a secure internal server. FSC does not store personal data outside the UK or EU.

Any data we process will be held for the duration of our contracts with clients. We will only store this data whilst it is relevant to our / our clients business needs and with consent.

Your rights as a data subject

All data subjects have the following rights which can be actioned anytime that FSC is in possession of or processing your personal data:

- The right to be informed that we have your data
- The right of access
- The right to rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- Rights in relation to automated decision making and profiling.

In the event that FSC refuses your request under rights of access, we will provide you with a reason as to why, which you have the right to legally challenge.

In accordance with your rights, at your request, FSC can confirm what information it holds about you and how it is processed

You can request the following information:

- Identity and the contact details of the person or organisation (FSC) that has determined how and why to process your data.
- Contact details of the individual(s) who hold the data, where applicable.
- The purpose of the processing as well as the legal basis for processing.
- If the processing is based on the legitimate interests of FSC or a third party such as one of its clients, information about those interests.
- The categories of personal data collected, stored and processed.
- Recipient(s) or categories of recipients that the data is/will be disclosed to.
- How long the data will be stored.
- Details of your rights to correct, erase, restrict or object to such processing.
- Information about your right to withdraw consent at any time.
- How to lodge a complaint with the supervisory authority (ICO).
- Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether you are obliged to provide the personal data and the possible consequences of failing to provide such data.

- The source of personal data if it wasn't collected directly from you.

You can read more about these rights here – <https://ico.org.uk/for-the-public/is-my-information-being-handled-correctly/>

To access what personal data is held, identification will be required

A minimum of one piece of photographic ID and a supporting document is required (proof of employment or household bill from the previous 3 months). If FSC is dissatisfied with the quality, further information may be sought before personal data can be released.

All requests should be made to: GDPR@fsc.uk.com

Complaints

In the event that you wish to make a complaint about how your personal data is being processed by Fleet Street Communications, you have the right to complain to our Managing Director Mark Stretton. If you do not get a response within 30 days you can complain to the ICO.

ICO

Wycliffe House, Water Lane, Wilmslow, SK9 5AF

Telephone: +44 (0) 303 123 1113

<https://ico.org.uk/global/contact-us/email/>