

WARREN GRANT IMMIGRATION – PRIVACY POLICY

This privacy policy will explain how my organisation uses the person data collected from you when you use my website

Topics:

- What data do I collect?
- How do I collect your data?
- How do I store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do I use cookies?
- What types of cookies do I use?
- How to manage your cookies?
- Privacy policies of other websites
- Changes to my privacy policy
- How to contact me?
- How to contact the appropriate authorities

What data do I collect?

I collect the following data:

Name, postal and email address(es), phone number(s)

How do I collect your data?

You directly provide me with most of the data which I collect. I collect data and process it when you

- Complete my online application form or ask me a question
- Provide feedback by email
- Use or view my website via your browser's cookies

How will I use your data?

I use your data so that I can process your enquiry and your file and manage your account with my firm

If you agree I share your data with other providers of legal services such as members of the Bar, expert witnesses and Courts and Tribunals

How do I store your data?

I keep your data (see above) for not less than 6 years on the hard drive of my computer system and/or on any cloud-based storage system which I might use

Marketing:

I do not send you marketing material

What are your data protection rights?

I would like to make sure you are fully aware of all of your data protection rights.

Every user is entitled to the following:

The right to access – You have the right to request me for copies of your personal data. I might raise a small charge for this service.

The right to rectification – You have the right to request me to correct any information you believe is inaccurate. You also have the right to request me to complete information which you believe is incomplete.

The right to erasure – You have the right to request me to delete your personal data under certain conditions

The right to restrict processing – You have the right to restrict me from processing your personal data under certain conditions

The right to object to processing – You have the right to object to me processing your data under certain conditions.

The right to data portability – You have the right to request me to transfer the data which I have collected to another organisation or directly to you under certain conditions

If you make a request I have one month to respond to you. If you would like to exercise any of these rights please write to me at my postal address and/or email me.

What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit my website I may collect information about you through cookies or similar technology

For further information visit www.allaboutcookies.org

How do I use cookies?

I use cookies to improve your experience of using my website including:

- Keeping you signed in
- Understanding how you use my website

What types of cookies do I use?

There are a number of different types of cookies but my website uses functionality only so that my website can recognise you and remember any preselected preferences which could include the language(s) which you speak and your location. A mix of first-party and third-party cookies are used.

How to manage cookies?

You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser. However in some cases some of our features may not function if you do this.

Privacy Policies of Other Websites:

Where my website contains links to other websites please note that my privacy policy applies only to my website so if you click on another website you should read that website's privacy policy.

Changes to our privacy policy

I keep my privacy policy under regular review and I will place any updates on this webpage. It is up to date as at 4th February 2021.

For more information regarding the UK Data Protection Act 2018 and the associated General Data Protection Regulations ("GDPR) please visit:

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/>

If you have any questions about my privacy policy, the data which I hold on you or if you would like to exercise any of your data protection rights please contact me in writing.

How to contact the appropriate authority:

If you wish to file a complaint or if you feel that I have not addressed your concern in a satisfactory manner please contact the offices of the Information Commissioner.

<https://ico.org.uk/>