

# Savoy Systems Ltd – Privacy Notice

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## How we use your information

This privacy notice tells you what to expect when Savoy Systems Ltd collects personal information. It applies to information we collect about:

- visitors to our website
- people who our services, or request information about them – primarily Oscar customers and prospects
- job applicants

## Visitors to our websites

When someone visits our website we use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website.

## Use of cookies

Other than for Google Analytics, our web site does not use cookies.

## Contact form

Personal information collected via our contact form (Name, Email Address and Phone Number) is used solely for the purpose of initiating communication with the person who submitted the contact request, and is never shared with any third party.

## Website Hosting

Our website is hosted by CWCS in Nottingham. CWCS is a GDPR-Compliant Data Centre and Hosting company.

## People who use our services

Personal information collected about people who use our services is used solely for the purpose of conducting business i.e. of supplying the requested service, and is never shared with any third party.

## Job applicants

Savoy Systems Ltd is the data controller for the information you provide when applying for a job. All of the information you provide during the process will only be used for the purpose of progressing your application, or to fulfil legal or regulatory requirements if necessary.

We will not share any of the information you provide during the recruitment process with any third parties or store any of your information outside of the European Economic Area.

We will use the contact details you provide to us to contact you to progress your application. We will use the other information you provide to assess your suitability for the role you have applied for.

## **Data Security**

We store all personal information securely and maintain policies and procedures to ensure that this continues to be true.

## **Changes to this privacy notice**

We keep our privacy notice under regular review. This privacy notice was last updated on 25 May 2018.

## **How to contact us**

If you want to request information about our privacy policy you can fill in our online contact form or write to:

The Data Officer  
Savoy Systems Ltd  
25 Broad Street  
Nottingham  
NG1 3AP