



GILBEY COMPLIANCE GROUP Ltd.

COMPLIANCE CONNECT

Privacy Notice

Document No:	1-ORG-002b	Issue No.	1	Authorised By:	L Gilbey
Document Description:	CC Privacy Notice			Date Issued:	30-08-2025

Privacy Notice

(Compliance Connect powered by Gilbey Compliance Group Ltd)

1. Who We Are

Compliance Connect is operated by **Gilbey Compliance Group Ltd** ("we", "us", "our"). We provide compliance awareness training, networking events, and membership services.

We are the **Data Controller** of any personal data you provide to us.

Our registered office is:

22 Courtland Place, Maldon, Essex CM9 6YE

Company Number: 16682332

If you have any questions about this policy, contact us at:

info@gilbeycompliancegroup.co.uk

2. What Data We Collect

When you use our website, register for membership, or attend events, we may collect:

- Name, job title, and employer (if applicable)
- Contact details (email address, phone number, postal address)
- Payment information (via secure third-party processors – we do not store card details)
- Attendance records at training or networking events (to issue certificates)
- Any information you voluntarily provide when communicating with us

3. How We Use Your Data

We use your data to:

- Provide membership services, including access to events and training
- Issue certificates of attendance for awareness sessions
- Send essential service updates (e.g., event reminders, membership renewals)



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- Improve our services and website
- Comply with any legal or regulatory requirements

We will **never sell your data**.

4. Legal Basis for Processing

Under UK GDPR, we rely on the following lawful bases:

- **Contract:** to deliver the services you have signed up for
- **Consent:** where you agree to receive marketing communications
- **Legitimate Interests:** e.g., running member-only groups such as LinkedIn networking spaces
- **Legal Obligation:** where we must retain certain records for tax or regulatory reasons

5. How We Share Your Data

- With event venues (where necessary for attendee lists and safety)
- With trainers, guest speakers, or facilitators (only attendee names and company)
- With IT and payment service providers (for secure processing)
- Where legally required (e.g., HMRC)

We do not share personal data with other members unless you choose to network directly.

6. Data Storage & Security

- We store your data securely using password-protected systems.
- Only authorised staff have access.
- Data is retained only as long as necessary for membership services or legal obligations.
- Certificates and attendance records may be stored for up to **6 years**.



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7. Your Rights

Under UK GDPR, you have the right to:

- Access the personal data we hold on you
- Request correction of inaccurate data
- Request deletion (“right to be forgotten”)
- Restrict processing in certain circumstances
- Data portability (request your data in a readable format)
- Object to certain types of processing (e.g., marketing)

To exercise your rights, email us at info@gilbeycompliancegroup.co.uk.

8. Cookies

Our website may use cookies to improve user experience. You can disable cookies in your browser if preferred.

9. Marketing Preferences

We will only send marketing communications if you have given explicit consent. You can opt-out at any time.

10. Third-Party Links

Our website may contain links to external sites. We are not responsible for their privacy practices.

11. Changes to This Policy

We may update this Privacy Policy. The latest version will always be available on our website.