

CONSENT TO USE PERSONAL DATA

Your consent

We at Board Originator Ltd. (**Company/we**) need to collect and hold data about all applicants for employment and/or contracting with our Company, to enable us to process such applications.

In order that we can process your application for employment or as contractor to the Company, you hereby consent to us holding personal data about you.

We are a "controller" in relation to personal data. This means that we are responsible for deciding how we hold and use personal information about you.

Personal data

Personal data, or personal information, means any information about an individual from which that person can be identified.

Personal data does not include data where identity has been removed (anonymous data).

You consent that we may collect, use, store and transfer different kinds of personal data, from the following groups of data:

1. **Identity Data** includes first name, maiden name, last name, username or similar identifier, marital status, title, date of birth, gender and professional history.
2. **Contact Data** includes address, delivery and postal address, email address, and telephone numbers.
3. **Financial Data** includes bank account details.
4. **Profile Data** includes with regards to any use you have made of our website, your username and password, your interests, preferences, feedback and survey responses.
5. **Usage Data** includes information about how you use our website.
6. **Marketing and Communications Data** includes your preferences in receiving marketing from us and our third parties and your communication preferences.

Special Categories of personal data

We do not collect special categories of data about you (e.g. religious or philosophical beliefs, sex life, sexual orientation, political opinions, trade union membership, genetic or biometric data).

In connection with employment application and / or contractor hiring application process it may be necessary to collect information about criminal convictions or information about your health or your race or ethnicity. Where we collect race or

ethnicity data, we use this data to understand the diversity of our workforce and job applicants and it allows us to inform our recruitment process if we believe we do not have appropriate diversity.

Agreement to use your personal data

You hereby freely give the Company your consent for us to use, process and keep your personal data:

1. throughout your application to become an employee, freelancer, consultant or developer to the Company, and
2. for all and any time you spend in the employ of, or contracted to, the Company, and for a reasonable time after your time with us.

Your personal data includes such updates to your personal data as you make us aware of, or we otherwise become aware of.

We are not planning to transfer your data outside the EEA, unless you are located temporarily or permanently in a non-EEA country and we need to contact you there with regards to your application. Where this is the case, we handle your data in accordance with our internal data protection procedure.

Aggregated Data

Your data may be anonymised and stored for not more than 7 years afterward the expiry of the above time frames and used, for example, in connection with government surveys. We collect, use and share aggregated data such as statistical or demographic data for any purpose. Aggregated Data could be derived from your personal data but is not considered personal data in law as this data will not directly or indirectly reveal your identity.

Your legal rights

In giving your consent, you understand that you can ask to see your personal data to check it is accurate at any time, by way of a compliant Subject Access request compatible with UK Data Protection law. You can ask for a copy of your personal data, during the Company's normal office hours, and this request will be enabled, provided the reasonable photocopying charges are met by you.

You can apply verbally or in writing for certain of your personal data to be removed from your file and destroyed. In such an instance you understand that you must provide and substantiate any reasons as may be required in law. Among other circumstances, the Company cannot erase data that needs to be kept by us to meet a legal requirement or is needed in connection with legal claims.

Your personal data will be destroyed in accordance with the Company's data protection policy at an appropriate time and always in compliance with laws.

Withdrawing consent

You are being asked to give this Consent for the purposes of the recruitment exercise. You have the right to withdraw your consent to processing for that purpose at any time. To withdraw your consent, please contact dc@seeio.co.uk. Once we have received notification that you have withdrawn your consent, we will no longer process your application and, subject to our retention policy, will dispose of your personal data securely.

Signed by:

NAME OF APPLICANT

_____ Date: