



One IT Services and Solutions Privacy Notice + Consent Opt-in

Consent for Processing of Personal Data of (Insert Information Subject)

To comply with the General Data Protection Regulation, One IT Services and Solutions must ask for your consent to store and process your personal data for the purpose of *<insert details of the processing purposes>*.

Please see our Privacy Notice below for further information.

I hereby consent to One IT Services and Solutions processing my personal data for this purpose.

Name:

Signature:

Date:

PRIVACY NOTICE (Based on consent)

At One IT Services and Solutions we are committed to protecting your privacy. This policy applies when we are acting as a controller of personal data, I.E. where we have determined the purposes and means of the processing of that personal data.

We will process your personal data for (insert purpose). The legal basis for this processing is your consent.

We will store your personal data relating to (insert purpose) for two years following (insert details of event).

We will share your personal data with third parties, such as (insert details), only to the extent that the disclosure is reasonably necessary for the recruitment process.

As you are providing us with your personal data, it is important to us that you are aware of the following rights that you have in relation to our processing of that personal data.

- You can withdraw your consent to our processing of your personal data at any time.
- You can be provided with a copy of any personal data concerning you that we process unless that would affect the rights and freedoms of others. You can also be provided with information on how that personal data is processed by us.
- You can ask us to provide your personal data, either to yourself or to another data controller, in a structured, commonly used and machine-readable format.

This Information has been classified as Internal.

- You can have us rectify any personal data of yours that we hold that is inaccurate or incomplete. In certain circumstances, you can also ask us to erase or restrict the use of any of your personal data that we process.

You can exercise any of the rights listed above by contacting us using the details at the bottom of this notice. If you are unhappy with any aspect of how we processed your personal data or your request to exercise a right, you can lodge a complaint with the Information Commissioner's Office.

One IT Services and Solutions is incorporated and registered in England and Wales with company number 8809433 and whose registered office is at Blackburn House, Falcon Court, Preston Farm Industrial Estate TS18 3TX

We are contactable by email at helpdesk@oneitss.org.uk