

## NCBA (UK) Privacy Policy

NCBA (UK) works in partnership with other organisations.

NCBA (UK) can be contacted at:

NCBA (UK)  
129b Fernhead Road  
London W9 3ED  
Tel: 020 8969 0417  
E-mail: [info@ncbauk.org](mailto:info@ncbauk.org)

### 1. What information do we collect? How do we use it?

At times we may request that you voluntarily supply us with personal information. Generally this information is requested when you register for an online service, when you provide information in connection with an online transaction or when you contact us in relation to the site or our services.

When you enter a contest or other promotional event, we may ask for your name, address, telephone number and email address so we can administer the contest and notify winners.

If you choose to give us personal information via the internet that NCBA (UK) or our Partners may need - to correspond with you or deliver a service for example, we will let you know how we will use such information. If you tell us that you do not wish to have this information used as a basis for further contact with you, we will respect your wishes.

We will use your personal details and information we obtain from other sources to provide you with the services you have signed up for, for administration and customer services, to analyse your use of the services and to ensure that the content, services and advertising that we offer are tailored to your needs and interests. We may keep your information for a reasonable period for these purposes. We may need to share your information with our service providers and agents for these purposes. We may disclose personal data in order to comply with a legal or regulatory obligation.

We intend to continue improving the content and function of the NCBA (UK) website. For this reason, we monitor customer traffic patterns and site usage to help us improve the design and layout of our site and provide content of interest to you.

### 2. Your consent

By providing us with your personal information, you consent to our processing your personal data, including sensitive personal data, such as health data, for the above purposes. You also consent to our transferring your information to countries or jurisdictions which do not provide the same level of data protection as the UK, if necessary for the above purposes. If we do make such a transfer, we or they will, if appropriate, put a contract in place to ensure that your information is protected.

If you provide us with information about another person, you confirm that they have appointed you to act for them, to consent to the processing of their personal data including sensitive personal data and that you have informed them of our identity and the purposes (as set out above) for which their personal data will be processed.

### 3. How do we protect your information?

We take appropriate measures to ensure that the information disclosed to us is kept secure, accurate and up to date and kept only for so long as is necessary for the purposes for which it is used.

### 4. Other Information

You are entitled to ask for a copy of the information we hold about you (for which we may charge a small fee) and to have any inaccuracies in your information corrected. For quality control and training purposes, we may monitor or record your communications with us.

### 5. When and how to contact us

If your personal details change, if you change your mind about any of your marketing preferences or if you have any queries about how we use your information, please let us know by contacting, us at the address above.

This privacy policy may change and therefore you should review it regularly. We will of course notify you of any changes where we are required to do so.

Our goal is to respect your privacy. To help us improve our privacy practices please give us feedback. We welcome your comments and queries. You can contact us on [info@ncbauk.org](mailto:info@ncbauk.org)