



## **GDPR Policy Statement.**

Omnis Group is committed to maintaining high standards of information security, privacy and transparency. We place a high priority on protecting and managing data in accordance with the new EU General Data Protection Regulation (GDPR) which came into force on 25 May 2018 (including the UK regardless of its decision to leave the EU). The company will comply with all the applicable GDPR Regulations, including as a data processor, while also working closely with our customers and partners to meet contractual obligations for our procedures, products and services.

### **Compliance.**

Omnis Group has a robust ISO-based Management system in order to ensure compliance will implement additional or augmented company-wide controls to meet GDPR requirements within the ISMS using internal and external advisors. Led by our Head Office, updated information security policies and procedures will build on existing management systems and the foundation of our information control and classification policy, informed by gap analysis and data protection risk assessments and supported by communication and training programmes.

### **Collection of data.**

Omnis Group Ltd Collects both professional and personal data about you to help deliver a quality service. This data consists of information such as your name, contact numbers, address and e-mail address. We process this personal data as necessary to aid a quality service.

We collect and process sensitive personal data only so far as is necessary to ensure we conform with legal requirements, for example under the equality of opportunity laws. By using this website and by registering your details with us, you consent to us collecting and processing sensitive personal data supplied by you and disclosing this information to sub-contractors or clients. Where necessary we may pass data to third parties that help us to process data and to intended sub-contractors or clients.

### **Omnis Group software applications.**

Omnis Group Ltd uses a range of software applications to provide efficient and high-quality services. We are confident that personal and transactional data can be located and anonymised or erased, in order to respond to requests to delete, rectify, transfer, access or restrict the processing of data.

Our clients are encouraged to contact Omnis Group to understand what features are available to enable this, from data cleansing and subject access reports to specific data retrieval and disposal tools which create efficiencies by allowing organisations to locate, anonymise and remove data with minimal administrative effort and to enable a quick and efficient response to information requests.

Signature: *L. Whorton*

Date: 05/05/2022

Lee Whorton – Managing Director