



PROPERTY INSURANCE INITIATIVES

**Privacy Policy
&
Website Data Protection Policy**

Providing bespoke solutions to complex property risks



Privacy Policy & Website Data Protection Policy

We respect your privacy and are committed to protecting the Personal Information we hold about you. This policy sets out the basis on which we will process any personal data we collect about you, how we collect it, the measures we take to keep your data secure and the uses and disclosure we make of it.

“Personal Information” means information that relates to an individual who can be identified from that information or from that and other information which is held by or is likely to be held by Us.

Property Insurance Initiatives Limited (“We” or “Us”) are a Private Limited Company with our registered office based at 7 Highview, High Street, Bordon, Hants, GU35 0AX. Company registration number 8137325. Our principal activities are that of insurance agents and brokers and we are regulated to provide products and services to Commercial and Retail (non-investment Insurance) customers.

By using our website, you indicate that you accept our Website Terms of Use piiuk.com/terms-of-use/ and that you agree to abide by them. If you do not agree to these terms of use, please refrain from using our site.

The following Policy Statement best describes our policy and practices with regard to the processing of Personal Information on our website. Our privacy policy covers us and our website.

It is our policy to take all necessary steps to ensure that Personal Information held by Us is processed fairly and lawfully. We will take all necessary steps to implement this policy. All our employees and data processors with access to Personal Information are obliged to respect the confidentiality of your Personal Information.

The Information We Collect

This notice applies to all information collected or submitted on the piiuk.com website. On some pages, you may be able to order products, make requests, and register to receive materials.

The types of information collected at these pages may include:

- Name
- Contact information
- Location
- Communications between You and Us

Our site uses cookies (small text files placed on your device) and other technologies so that we, and our partners, can remember you and understand how you use our site. Future use of this site will be considered consent.



The Way We Use Information

We may collect Personal Information that you volunteer whilst using the website. This information is used by Us to provide information relating to the enquiry you submitted or quote requested, or if you have applied for a job vacancy with Us, and will not be used for any other purpose than for transactions or employment with Us without your permission.

The information we collect from you may be used in one or more of the following ways:

- For the purposes of providing general insurance services
- To notify you about changes to our service
- To safe-guard against fraud and money laundering
- To send periodic emails to the email address you provide, to send you information and updates pertaining to your enquiry.
- In addition we may send you occasional company news, updates, related product or service information, only if you have opted to receive such information.

NOTE: If at any time you would like to unsubscribe from receiving future emails, we will include unsubscribe instructions at the bottom of our direct marketing communications. You can also use the Contact Us form to opt-out from future communications from Us.

Your information will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product(s) requested. We will retain your data for as long as We need it to satisfy your requirements and our legal obligations or until you request Us to delete it.

It is our policy to ensure that all relevant statutory requirements are complied with, including the eight Data Protection Principles contained in the Data Protection Act 1998 ("the Act"), and to monitor our internal procedures periodically to ensure we are compliant.

You can access and browse our website without disclosing Personal Information.

Disclosure of Your Personal Data

We may disclose your Personal Information to third parties involved in providing products or services to Us, or to service providers who perform services on our behalf.

These include:

- Our Business Partners (i.e. Appointed Representatives/Introducer Appointed Representatives, insurers.)
- Re-insurers
- Other insurance intermediaries
- Insurance reference bureaus
- Solicitors/barristers
- Accountants
- Regulatory authorities and



- Other authorities that may be may be required for the purpose of addressing your needs, or for legal requirements.

Our Commitment to Data Security

We take cyber security seriously and our systems are subject to ongoing monitoring. Any online interactions with us may be collected and may be disclosed to third party service providers for information assurance and statistical analysis.

Should We experience a data breach, we will notify you of the extent and any implications to you.

Your Rights

You have the right to ask us not to process your Personal Information for marketing purposes. You may also relinquish your consent to us to use your personal data, whereupon your data will be deleted by Us and we will advise third parties to do the same.

Our site may, from time to time, contain links to and from the websites of other companies. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any Personal Information to these websites.

Access to Information

You have the right to access any Personal Information we hold about you free of charge. Your right of access can be exercised in accordance with the Act. Any access requested which is considered to be manifestly unfounded or excessive may be subject to a fee to meet our costs in providing you with those details.

If you believe that any information we are holding about you is incorrect or incomplete, please use the Contact Us form to advise Us as soon as possible. We will promptly correct any information found to be incorrect and we will advise third parties to do the same.

Email Disclaimer

Email is not guaranteed to be a 100% secure means of transmitting information. By dealing with Us via email, or if you ask Us to email documents to you, you are providing your informed consent to Us sending you messages and documentation via email. We will send you marketing communications via email if you provide your consent for Us to do so.

The content of emails and any attachments are strictly confidential and intended solely for the attention and use of the named addressee. If you are not the addressee you are not authorised to disclose, copy, distribute, or retain this message without our prior written authorisation. If received in error, please contact Us, quoting the name of the sender. Although this email and attachments are believed to be free of virus, or any other defect which might affect any computer or IT system into which they are received and opened, it is the responsibility of the recipient to ensure that they are virus free and no responsibility is accepted by Us for any loss or damage arising in any way from receipt or use thereof.



Complaints

Should you wish to log a complaint in respect of the way in which your data is handled by Us, you have the right to complain to the ICO (Information Commissioners Office). The ICO helpline number is 0303 123 1113 or you can consult their website at <https://ico.org.uk/concerns>

We keep our privacy notice under regular review. This Privacy Policy was last updated in May 2018.





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