

Oakland Properties

Privacy Policy

PRIVACY POLICY

This Privacy Policy sets out how we will use your personal data when you employ Oakland Property Investments Limited ("Oakland Properties") and / or visit www.oaklandproperties.co.uk.

WHO WE ARE

We are Oakland Property Investments Limited (Company Number 10832040) known as "Oakland Properties".

We are the Data Controller for the purposes of the Data Protection Act 1998 and, from 25 May 2018, we will be the Controller for the purposes of the General Data Protection Regulation (Regulation (EU) 2016/679).

Oakland Properties will be the data processor for the purposes of the Data Protection Act 1988 and, from 25 May 2018, will be the Processor for the purposes of the General Data Protection Regulation (Regulation (EU) 2016/979).

INFORMATION WE COLLECT FROM YOU

We will collect and process the following data about you:

Information you give us (submitted information)

This is information you give us about you by filling in forms on the website www.oaklandproperties.co.uk (our Site), or by corresponding with us (for example, by email). It includes information you provide when you subscribe to any of our services, share data via the social media functions, enter a competition, promotion or survey, send an application for a vacancy and when you report a problem with our site. If you contact us, we will keep a record of that correspondence. The information you give us may include your name, address, e-mail address and phone number.

Information we collect about you and your device

Each time you visit our site we will automatically collect the following information:

- information about your computer (e.g. your IP address, browser, operating system, etc.) for statistical purposes;
- the MAC address of the device's wireless network interface, the type of browser you use, and time zone setting (Device Information);
- details of your visits to our Site including, but not limited to traffic data, weblogs and other communication data, whether this is required for our own purposes or otherwise and the resources that you access (Log Information).

Cookies

Some Oakland Properties web pages use cookies. Use of cookies is standard on the web and can improve the service a website because content can be prepared to suit your preferences. The information collected through cookies is not used to personally identify an individual. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Our website may provide links to other websites of interest. Please note that Oakland Properties does not have any control over websites we provide links to. Therefore, we are not responsible for the protection and privacy of any information you provide whilst visiting such sites which are not governed by this privacy statement.

PERMITTED DISCLOSURES

You agree that we have the right to disclose your personal information to any member of Oakland Properties. We may also disclose your personal information to third parties:

- if Oakland Properties is acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets;
- if we are under a duty to disclose or share your personal data in order to comply with any legal or regulatory obligation or request.

This is in order to:

- enforce or apply our Terms of Use, Terms and Conditions of our Site and other agreements or to investigate potential breaches; or
- protect the rights, property or safety of Oakland Properties, our customers or others - this includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

WHERE WE STORE YOUR PERSONAL DATA

The data that we collect from you may be transferred to, and stored at, a destination within the European Economic Area (EEA) through Microsoft OneDrive. By submitting your personal data, you agree to the transfer, storing or processing of data we collect from you. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

All information you provide to us is stored on our secure computers as per Google Microsoft OneDrive responsibilities. Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our Site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

YOUR RIGHTS

Under data protection legislation, you have the right to request access to information about you that we hold (this is called a Data Subject Access Request or DSAR). You [can] also:

- ask us to correct your information if it is incorrect;
- ask us to delete the information that we hold about you in certain circumstances, for example, where we no longer need the information;
- opt-out of us processing your personal information for marketing purposes;
- ask us to send you, or another organisation, certain types of information about you in a format that can be read by computer;
- have the right complain to a supervisory authority;
- restrict certain processing of your information, for example, if you tell us that the information is inaccurate, we can only use it for limited purposes while we check its accuracy.

To make a request for your personal information see the Contact section below.

We will always inform you (before collecting your personal information) of how we plan to use that personal information. You can exercise your right to prevent such processing by checking certain boxes on the Site when you submit your information. You can also exercise the right at any time by contacting us via email to pauk@oaklandproperties.co.uk.

DATA RETENTION

This data will be retained in our records for no longer than is necessary to:

- to provide you with the services you have requested;
- to comply with statutory guidance;
- to support a claim or defence in court.

Details of retention periods are available on request.

January 2025

