



Alan Green PhD
Energy, Technology and Infra-structure
Advisor and Funding Specialist
M 07954 293 045
E info@alangreenphd.com
W www.alangreenphd.com

GDPR 2018 PRIVACY NOTICE

Introduction:

This document refers to personal data. Personal data is defined as information concerning any living person (a natural person who hereafter will be called the Data Subject) that is not already in the public domain.

The Data Protection Act (DPA), Privacy and Electronic Communications Regulations (PECR) are already in operation in the UK.

However, the EU General Data Protection Regulation (GDPR) comes into operation from May 25, 2018. This regulation is far more extensive, EU-wide and seeks to protect and enhance the rights of Data Subjects. These rights cover the safeguarding of personal data, protection against the unlawful processing of personal data and the unrestricted movement of personal data within the EU. It should be noted that GDPR does not apply to information already in the public domain such as Companies House data.

Alan Green PhD Limited (AGPHD) is pleased to provide the following GDPR information:

Who We Are:

At AGPHD, we are committed to devise and deliver pragmatic and ethical solutions in terms of finance, technology and implementation in the fields of energy, renewable energy, land and property development, healthcare and high-tech expansion. We enable our clients to complete projects that meet their stated requirements and the needs of the communities we live in.

It is our experience that the majority of our clients feel exposed and often bewildered by the various technical and funding options that are available in the UK and international marketplaces. This frequently leads program developers and owners to make decisions on technology selection that may not be appropriate to maximizing program returns on investment, while funding decisions are often too expensive and personally onerous.

Our key interest is to introduce our clients to the most cost-efficient funding AND also provide effective, personal, technical advice concerning the technology and construction processes to be selected, delivered and commissioned. In order to perform in this manner, we need personal data from our clients, as well as the usual technical, financial and operational description of the client's project.

We therefore want to assure you that we are not in the business of renting or trading personal data with other companies and business for marketing purposes. We just do not do that. We only use the personal data you provide us with for legitimate business purposes so that we can perform our contractual arrangements with you. However, and just in case you do not believe us, in this Privacy Notice, we have provided lots of detailed information on when and why we collect your personal data, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

Personal Data:

AGPHD uses the information collected from you to provide our Associate Funders with all the relevant technical, financial and personal data to make funding proposals for you, to provide quotations, to make telephone contact and to email you. All AGPHD's e-mail communications are encrypted through the use of Office 365. This information is collected from you at the point of engaging in and then delivering our contractual arrangements with you.

We do not use the information we collect from you for the purposes of marketing and/or PR, unless specifically approved by you. AGPHD does not sell your data.

Under GDPR, AGPHD acts both as a "Data Controller" and a "Data Processor". The Data Controller is a legal person who determines the purposes for which the data is processed and the way this is done. The Data Processor is the person who processes the personal data on behalf of the data controller. AGPHD acts on your instruction and will work diligently to ensure that the whole process is, and remains, fully GDPR compliant.

Personal data may be collected about you from the forms, agreements and surveys you complete, from records of our correspondence, e-mails and phone calls. Please note that no details of your visits to AGPHD's website, including but not limited to personally identifying information like Internet Protocol (IP) addresses are collected or monitored by AGPHD.

AGPHD's website does not utilize cookies, where "cookies" are defined as string of information that a website stores on a visitor's computer and that the visitor's browser provides to the website each time the visitor returns.

Any information AGPHD holds about you and your business encompasses all the personal data and any financial transactions including any third-party information we have obtained about you from public sources and our own Associate Funders.

Legal Basis for Processing any Personal Data:

To meet AGPHD's contractual obligations to you and to also respond to general funding and business development enquiries.

Consent:

Through agreeing to this Privacy Notice you are consenting to AGPHD's processing your personal data for the purposes outlined. You can withdraw consent at any time by emailing info@alangreenphd.com or by phoning +44 (0) 7954 293 045 or writing to us, see last section for full contact details.

Disclosure:

AGPHD may on occasions pass your Personal Information to third parties exclusively to process work on its behalf. AGPHD requires these parties to agree to process this information based on our instructions and requirements consistent with this Privacy Notice and GDPR. AGPHD only passes on the information gained from your engagement with AGPHD with your consent. However, AGPHD may disclose your Personal Information to meet legal obligations, regulations or valid governmental request. AGPHD may also enforce its Terms and Conditions, including investigating potential violations of its Terms and Conditions to detect, prevent or mitigate fraud or security or technical issues; or to protect against imminent harm to the rights, property or safety of AGPHD, its Associate Funders, its clients and/or the wider community.

Retention Policy:

AGPHD will process personal data throughout the Term of any financial arrangement between yourself and AGPHD and/or yourself and any Associate Funder that AGPHD has introduced you to.

AGPHD will also continue to store the personal data needed for six years after the financial arrangement has expired in order to meet any legal obligations. After that period, all personal data will be deleted.

Data Storage:

Data is held in the United Kingdom using different (multiple) servers located in Altrincham, Chester and Tottington.

All data is held on a secure storage platform provided by Microsoft through Office 365 with storage at Cardiff, Durham and London. AGPHD does not store personal data outside the EEA.

Your Rights as a Data Subject:

At any point whilst AGPHD is in possession of or processing your personal data, all Data Subjects have the following rights:

- Right of access – You have the right to request a copy of the information that we hold about you.
- Right of rectification – You have a right to correct data that we hold about you that is inaccurate or incomplete.
- Right to be forgotten – In certain circumstances you can ask for the data we hold about you to be erased from our records.
- Right to restriction of processing – Where certain conditions apply you have a right to restrict the processing.
- Right of portability – You have the right to have the data we hold about you transferred to another organisation.
- Right to object – you have the right to object to certain types of processing such as direct marketing.
- Right to object to automated processing, including profiling – You also have the right not to be subject to the legal effects of automated processing or profiling.

In the event that AGPHD refuses your request under "Rights of Access", we will provide you with a reason why we have refused access. You have the right to legally challenge that refusal.

AGPHD can confirm, at your request, what information it holds about you and how it is processed.

You Can Request the Following Information:

- Identity and the contact details of the person or organisation (AGPHD) that has determined how and why to process your data.
- Contact details of the data protection officer, where applicable.
- The purpose of the processing as well as the legal basis for processing.
- If the processing is based on the legitimate interests of AGPHD or a third party such as one of its Associate Funders, information about those interests.
- The categories of personal data collected, stored and processed.
- Recipient(s) or categories of recipients that the data is/will be disclosed to.
- How long the data will be stored.
- Details of your rights to correct, erase, restrict or object to such processing.

- Information about your right to withdraw consent at any time.
- How to lodge a complaint with the supervisory authority (ICO).
- Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether you are obliged to provide the personal data and the possible consequences of failing to provide such data.
- The source of personal data if it wasn't collected directly from you.
- Any details and information of automated decision making, such as profiling, and any meaningful information about the logic involved, as well as the significance and expected consequences of such processing.

Access to your Personal Data:

In order to request and gain access to your personal data that AGPHD holds, suitable identification will be required from you.

AGPHD will accept the following forms of ID when information on your personal data is requested:

- A copy of your driving licence, passport, birth certificate and a utility bill not older than three months;
- A minimum of one piece of photographic ID listed above; and
- A supporting document is required.

If AGPHD is dissatisfied with the quality of the information provided, then further information may be sought before personal data can be released.

All requests should be made to info@alangreenphd.com or by phoning +44 (0) 7954 293 045 or by writing to us at the address further below.

Complaints:

In the event that you wish to make a complaint about how your personal data is being processed by AGPHD or its Associate Funders, you have the right to complain to AGPHD's Managing Director. If you do not get a response within 30 days you can complain to the ICO.

The details for each of these contacts are:

Alan Green PhD Limited, attention of the Managing Director, Renshaws, Grosvenor House, 45, The Downs, Altrincham, Cheshire, WA14 2QY. Telephone +44 (0) 7954 293 045 or email info@alangreenphd.com

ICO Wycliffe House, Water Lane, Wilmslow, SK9 5AF Telephone +44 (0) 303 123 1113 or email: <https://ico.org.uk/global/contact-us/email/>

Renshaws, Grosvenor House, 45 The Downs, Altrincham, Cheshire. WA14 2QY.

Registered in England: 9340259 as a limited liability company.