

## Pathology Quality Assessment Privacy Policy

Pathology Quality Assessment (PQA) is committed to maintaining the trust and confidence of our clients. We will only use your data to provide you with the services to which you have subscribed and answer enquiries that you have made regarding services from PQA. Your private contact details will not be sold or transferred to any other company. Below is our Privacy Policy which provides detailed information on how we collect your information, what we use it for, the conditions under which we may disclose it to others and how we keep it secure.

### What Private Information do we collect from you?

We obtain personal information from you when you subscribe to our services. Whenever you supply any personal information we have a legal obligation towards you in the way we deal with that data. We will always handle your data in accordance with all relevant and applicable Data Protection Legislation. It is our responsibility to collect the information fairly and to let you know how we will use it and whether we will pass the information on to anyone else. On some pages there will be specific notices to let you know why we are requesting information.

The table below lists what personal data we collect from you and the purpose for processing this data.

Personal Identifiable Information Category	Personal Identifiable Information (PII)	Purpose for Data Processing
Subscription/Registration Information	<ul style="list-style-type: none"> <li>Email Address</li> <li>First Name</li> <li>Surname</li> </ul>	This PII is used for: <ul style="list-style-type: none"> <li>Providing details to PQA to allow them to answer your participation enquiry.</li> </ul>

We may use other companies to provide services on our behalf, including answering customers' questions about our services. We will only provide these companies with the information they need to deliver the service.

We may disclose aggregate statistics about our site visitors in order to describe our services to prospective partners, advertisers and other reputable third parties and for other lawful purposes, but these statistics will include no Personal Identifiable Information (PII).

We may share your data with partners, agents or service providers to understand our visitors more effectively. We may disclose personal information if required to do so by law or if we believe that such action is necessary to protect and defend the rights, property or personal safety of the company, our website or our visitors and for other lawful purposes. If we contact you by email, each time you receive a message you will also have the option to decline to receive further information from us.

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### Do you give my information to other organisations?

As well as using Personal Identifiable Information (PII) to fulfil requests, we also like to keep our users informed about PQA activities or about updates to our sites. We may offer you the opportunity to participate in surveys carried out by PQA or its agents which help our research into the types of service we offer. PQA will keep a record of information provided by you.

If we contact you by email, each time you receive a message you will also have the option to decline to receive further information from us.

### Is my information secure?

No data transmission over the internet can be guaranteed to be 100% secure. As a result PQA will strive to protect your Personal Identifiable Information, but PQA cannot ensure or warrant the security of any information you transmit to us, and you do so at your own risk.

PQA does employ appropriate security measures to protect your information from access by unauthorised persons and against unlawful processing, accidental loss, destruction and damage. PQA also makes the best effort to ensure security when transmitting your Personal Identifiable Information (PII) between our systems and the companies who provide us with various services.

PQA endeavours to prevent online fraudulent activity taking place on our website, of which PQA has implemented additional security checks to prevent this type of activity from occurring.

### Do you ever change the policies on this page, and how does this affect my rights?

At any time, PQA reserve the right to amend our privacy policy and any other policies distributed on the UK NEQAS website. Where appropriate, we will notify you via email notification of any key changes we need to make you aware of.

As PQA will always handle your data in accordance with all relevant and applicable Data Protection Legislation, you have the right to access information held about you by PQA. You also have the right to have this information deleted or amended and you can exercise these rights at any time by emailing [PQA@ukneqas.org](mailto:PQA@ukneqas.org)

If you have any questions, comments or concerns regarding this privacy statement or how we collect or use your Personal Identifiable Information (PII), please email [PQA@ukneqas.org](mailto:PQA@ukneqas.org)

The Information Commissioner's Office (ICO) is the UK's supervisory authority for privacy and data protection matters – for more information please visit [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns)

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