

LifeProven

LIFEPROVEN TECHNOLOGIES LIMITED

Privacy Policy

(GDPR and DPA 2018) (UK)

Rev. 2021.1

## Introduction

Welcome to LifeProven Technologies Limited's (LifeProven) privacy policy.

LifeProven respects your privacy and is committed to protecting your personal data. This privacy policy will inform you as to how we look after your personal data when you visit our website (regardless of where you visit it from) and tell you about your privacy rights and how the law protects you.

This privacy policy is provided in a layered format so you can click through to the specific areas set out below. Alternatively, you can download a pdf version of the policy here: [www.lifeproven.co.uk](http://www.lifeproven.co.uk). Please also use the Glossary to understand the meaning of some of the terms used in this privacy policy.

1. [IMPORTANT INFORMATION AND WHO WE ARE]
2. [THE DATA WE COLLECT ABOUT YOU]
3. [HOW IS YOUR PERSONAL DATA COLLECTED?]
4. [HOW WE USE YOUR PERSONAL DATA]
5. [DISCLOSURES OF YOUR PERSONAL DATA]
6. [INTERNATIONAL TRANSFERS]
7. [DATA SECURITY]
8. [DATA RETENTION]
9. [YOUR LEGAL RIGHTS]
10. [GLOSSARY]

## Important information and who we are

### Purpose of this privacy policy

This privacy policy aims to give you information on how LifeProven collects and processes your personal data through your use of this website, completion of surveys and sharing of application data including any data you may provide through this website, smartphone applications, fitness trackers and when you take part in a survey or indicate an interest in receiving further information.

This website and our surveys are not intended for children and we do not knowingly collect data relating to children.

It is important that you read this privacy policy together with any other privacy policy or fair processing policy we may provide on specific occasions when we are collecting or processing personal data about you so that you are fully aware of how and why we are using your data.

This privacy policy supplements other notices and privacy policies and is not intended to override them.

## **Controller**

LifeProven Technologies Limited is the controller and responsible for your personal data (collectively referred to as "LifeProven", "we", "us" or "our" in this privacy policy).

This privacy policy is issued on behalf of LifeProven but there is more than one company in our group. When we mention ["COMPANY"], "we", "us" or "our" in this privacy policy, we are referring to the relevant company in the group responsible for processing your data. LifeProven Technologies Limited is the controller and responsible for this website.

We have appointed a data protection officer (DPO) who is responsible for overseeing questions in relation to this privacy policy. If you have any questions about this privacy policy, including any requests to exercise your legal rights, please contact the DPO using the details set out below.

## **Contact details**

If you have any questions about this privacy policy or our privacy practices, please contact our DPO in the following ways:

Full name of legal entity: LifeProven Technologies Limited

Email address: [jordan@lifeproven.co.uk](mailto:jordan@lifeproven.co.uk)

Postal address: Grosvenor Lodge, 72 Grosvenor Road, Tunbridge Wells, Kent TN1 2AZ

You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues ([www.ico.org.uk](http://www.ico.org.uk)). We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

Changes to the privacy policy and your duty to inform us of changes

We keep our privacy policy under regular review. This version was last updated on 31 March 2021. Historic versions can be obtained by contacting us.

It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your relationship with us.

## **Third-party links**

This website may include links to third-party websites, plug-ins and applications, including our survey. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. Unless the third-party websites are processing data upon our instructions and we have identified them as such, we do not control these third-party websites

and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy policy of every website you visit.

### **The data we collect about you**

Personal data, or personal information, means any information about an individual from which that person can be identified. It does not include data where the identity has been removed (anonymous data).

We may collect, use, store and transfer different kinds of personal data about you which we have grouped together as follows:

- Identity Data includes first name, last name, username or similar identifier, marital status, title, date of birth and gender.
- Property Data includes home address, house type, number of bedrooms, home location
- Contact Data includes home address, email address and telephone numbers.
- Transaction Data includes username and password, data regarding completion of surveys.
- Technical Data includes internet protocol (IP) address, your login data, browser type and version, time zone setting and location, browser plug-in types and versions, operating system and platform, and other technology on the devices you use to access this website].
- Profile Data includes your username and password, your interests, preferences, feedback and survey responses.
- Health Data includes statements about your physical and mental wellbeing, exercise, nutrition and diet and sleep patterns
- Usage Data includes information about how you use our website and survey.
- Marketing and Communications Data includes your preferences in receiving marketing from us and our third parties and your communication preferences.

We also collect, use and share Aggregated Data such as statistical or demographic data for any purpose. Aggregated Data could be derived from your personal data but is not considered personal data in law as this data will not directly or indirectly reveal your identity. For example, we may aggregate your Usage Data to calculate the percentage of users accessing a specific website feature. However, if we combine or connect Aggregated Data with your personal data so that it can directly or indirectly identify you, we treat the combined data as personal data which will be used in accordance with this privacy policy.

We collect Special Categories of Personal Data about you (this includes details about your health and sex life).

We do not collect any information about criminal convictions and offences.

### **If you fail to provide personal data**

Where we need to collect personal data by law, or under the terms of a contract we have with you, and you fail to provide that data when requested, we may not be able to perform the contract we have or are trying to enter into with you (for example, to provide you with goods or services or access to the benefits of a research project). In this case, we may have to cancel a product or service or benefit of a research project you have with us but we will notify you if this is the case at the time.

### **How is your personal data collected?**

We use different methods to collect data from and about you including through:

- Direct interactions. You may give us your Identity, Contact and Profile Data by filling in forms and surveys or by corresponding with us by post, phone, email or otherwise. This includes personal data you provide when you:
  - create an account on our website
  - subscribe to our service or publications
  - participate in a research project
  - enter a survey
  - request marketing to be sent to you; or
  - give us feedback or contact us.
- Smartphone applications or personal fitness devices. We may automatically interrogate such applications or devices for personal data about your physical movements, sleep patterns or medical indicators such as heart rate. We may ask you to download information from such devices and send it to us or we may collect the data directly from the device or using data services or other technology.
- Automated technologies or interactions. As you interact with our website, we will automatically collect Technical Data about your equipment, browsing actions and patterns. We collect this personal data by using cookies, server logs and other similar technologies. Please see our cookie policy for further details.
- Third parties or publicly available sources. We will receive personal data about you from third parties as set out below:
  - Technical Data from analytics providers such as Google based outside the UK and EEA;
  - Transaction Data from providers of technical, and survey services such as Qualtrics and Wix.com based outside the UK and EEA.
  - Technical Data from technical service providers such as Wix.com based outside the UK and EEA

- Contact, Financial and Transaction Data from providers of third party products and services based inside the UK
- Contact Data from third party partners such as social housing authorities, local authorities and land owners based in the UK.

### **How we use your personal data**

We will only use your personal data when the law allows us to. Most commonly, we will use your personal data in the following circumstances:

- Where we need to perform the contract we are about to enter into or have entered into with you.
- Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.
- Where we need to comply with a legal obligation.
- Where we have your consent to do so.

To find out more about the types of lawful basis that we will rely on to process your personal data, please refer to the glossary.

Generally, we do not rely on consent as a legal basis for processing your personal data although we will get your consent before sending third party direct marketing communications to you via email or text message. Specifically, we do rely on consent as a legal basis for processing special category data including health and sex life data.

You have the right to withdraw consent to marketing and processing of your health and sex life data, at any time by contacting us.

### **Purposes for which we will use your personal data**

We have set out below, in a table format, a description of all the ways we plan to use your personal data, and which of the legal bases we rely on to do so. We have also identified what our legitimate interests are where appropriate.

Note that we may process your personal data for more than one lawful ground depending on the specific purpose for which we are using your data. Please contact us if you need details about the specific legal ground we are relying on to process your personal data where more than one ground has been set out in the table below:

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Retention Period
To register you as a website user	(a) Transaction	Performance of a contract with you – to provide surveys, either one-off or ongoing or for you to participate in a research project	7 years
To manage our relationship with you which will include: (a) Notifying you about changes to our terms or privacy policy (b) Asking you to leave a review or take a survey (c) Managing your consent and cookies (d) Sending you devices	(a) Identity (b) Contact (c) Profile (d) Marketing	(a) Performance of a contract with you - to provide surveys, either one-off or ongoing or for you to participate in a research project  (b) Necessary to comply with a legal obligation  (c) Necessary for our legitimate interests (to keep our records updated and to study how respondents feel about their environment, activities or homes	7 years
To enable you to complete a survey	(a) Identity (b) Contact (c) Profile (d) Usage (e) Marketing	(a) Performance of a contract with you - to provide surveys, either one-off or ongoing or for you to participate in a research project  (b) Necessary for our legitimate interests (to study how respondents feel about their environment, activities or homes	7 years
To use data analytics to inform businesses, construction industry,	(a) Identity	(a) Necessary for our legitimate interests (to study how respondents	Indefinitely

land owners, housing developers and social housing landlords about how property, activity, homes and health interact	(b) Profile (c) Property (d) Health (e) Sex Life (f) Life purpose and Financial Planning	feel about their environment, activities or homes)	
To administer and protect our business and this website (including troubleshooting, data analysis, testing, system maintenance, support, reporting and hosting of data)	(a) Identity (b) Contact (c) Transaction (d) Technical	(a) Necessary for our legitimate interests (for running our business, provision of administration and IT services, network security,  (b) Necessary to comply with a legal obligation	3 years
To use data analytics to improve our website, products/services, marketing, customer relationships and experiences	(a) Technical (b) Usage	Necessary for our legitimate interests (to define types of customers for our products and services, to keep our website updated and relevant, to develop our business and to inform our marketing strategy)	3 years
To make suggestions and recommendations to you about goods or services that may be of interest to you	(a) Identity (b) Contact (c) Technical (d) Usage (e) Profile (f) Marketing	Necessary for our legitimate interests (to develop our products/services and grow our business and inform our business strategy)	1 year



## **Marketing**

We strive to provide you with choices regarding certain personal data uses, particularly around marketing and advertising. We have established the following personal data control mechanisms:

### **Promotional offers from us**

We may use your Identity, Contact, Technical, Usage, Marketing and Profile Data to form a view on what we think you may want or need, or what may be of interest to you. This is how we decide which products, services and offers may be relevant for you (we call this marketing).

You will receive marketing communications from us if you have requested information from us and you have not opted out of receiving that marketing.

### **Third-party marketing**

We will get your express opt-in consent before we share your personal data with any third party for marketing purposes.

### **Opting out**

- You can ask us or third parties to stop sending you marketing messages at any time by following the opt-out links on any marketing message sent to you OR by contacting us at any time.
- Where you opt out of receiving these marketing messages, this will not apply to personal data provided to us as a result of completing a survey.

## **Cookies**

You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies. If you disable or refuse cookies, please note that some parts of this website may become inaccessible or not function properly. For more information about the cookies we use, please see cookie settings.

## **Change of purpose**

We will only use your personal data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible

with the original purpose. If you wish to get an explanation as to how the processing for the new purpose is compatible with the original purpose, please contact us.

If we need to use your personal data for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Please note that we may process your personal data without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

### **Disclosures of your personal data**

We may share your personal data with the parties set out below for the purposes set out in the table “Purposes for which we will use your personal data” above.

- Group companies – companies that control, are controlled by or share control with LifeProven.
- External Third Parties such as providers of goods and services, clients (such as land owners and social housing associations), research partners and academic institutions
- Third parties to whom we may choose to sell, transfer or merge parts of our business or our assets. Alternatively, we may seek to acquire other businesses or merge with them. If a change happens to our business, then the new owners may use your personal data in the same way as set out in this privacy policy.
- We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

### **International transfers**

- Some of our external third parties are based outside the UK and EEA so their processing of your personal data will involve a transfer of data outside the UK and EEA.
- Whenever we transfer your personal data out of the UK and EEA, we ensure a similar degree of protection is afforded to it by ensuring at least one of the following safeguards is implemented
- We will only transfer your personal data to countries that have been deemed to provide an adequate level of protection for personal data by the UK.
- Where we use certain service providers, we may use standard contractual clauses approved by the UK and European Commission which give personal data the same protection it has in UK and Europe. Please contact us if you want further information

on the specific mechanism used by us when transferring your personal data out of the UK and EEA.

### **Pseudonymisation**

Where appropriate, we have put in place measures to technologically and organisationally separate personally identifying data from other data. We limit access to the data-mapping key (that would allow the data to be re-identified) and keep the data-mapping key secure. We would only re-identify data where it was necessary and lawful. It is expected the circumstances under which data would be re-identified are rare.

### **Data security**

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable

### **Data retention**

#### **How long will you use my personal data for?**

We will only retain your personal data for as long as reasonably necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, regulatory, tax, accounting or reporting requirements. We may retain your personal data for a longer period in the event of

a complaint or if we reasonably believe there is a prospect of litigation in respect to our relationship with you.

To determine the appropriate retention period for personal data, we consider the amount, nature and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal, regulatory, tax, accounting or other requirements.

Details of retention periods for different aspects of your personal data are set out in the table “Purposes for which we will use your personal data” above.

In some circumstances you can ask us to delete your data: see below for further information.

In some circumstances we will anonymise your personal data (so that it can no longer be associated with you) for research or statistical purposes, in which case we may use this information indefinitely without further notice to you.

## Your legal rights

Under certain circumstances, you have rights under data protection laws in relation to your personal data. Please click on the links below to find out more about these rights:

- [Request access to your personal data] <https://ico.org.uk/your-data-matters/your-right-to-get-copies-of-your-data/>.
- [Request correction of your personal data] <https://ico.org.uk/your-data-matters/your-right-to-get-your-data-corrected/>.
- [Request erasure of your personal data] <https://ico.org.uk/your-data-matters/your-right-to-get-your-data-deleted/>.
- [Object to processing of your personal data] <https://ico.org.uk/your-data-matters/the-right-to-object-to-the-use-of-your-data/>.
- [Request restriction of processing your personal data] <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/right-to-restrict-processing/>.
- [Request transfer of your personal data] <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/right-to-data-portability/>.
- [Right to withdraw consent] <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/consent/>.

If you wish to exercise any of the rights set out above, please contact us

- No fee usually required

You will not have to pay a fee to access your personal data (or to exercise any of the other rights). However, we may charge a reasonable fee if your request is clearly unfounded, repetitive or excessive. Alternatively, we could refuse to comply with your request in these circumstances.

- What we may need from you

We may need to request specific information from you to help us confirm your identity and ensure your right to access your personal data (or to exercise any of your other rights). This is a security measure to ensure that personal data is not disclosed to any person who has no right to receive it. We may also contact you to ask you for further information in relation to your request to speed up our response.

- Time limit to respond

We try to respond to all legitimate requests within one month. Occasionally it could take us longer than a month if your request is particularly complex or you have made a number of requests. In this case, we will notify you and keep you updated.

## Glossary

### LAWFUL BASIS

Legitimate Interest means the interest of our business in conducting and managing our business to enable us to give the best service to our customers and to analyse and prepare the survey data with our stated aim of improving building and construction decision making, based on qualitative data about users health and wellbeing derived from their homes and/or environment. We make sure we consider and balance any potential impact on you (both positive and negative) and your rights before we process your personal data for our legitimate interests. We do not use your personal data for activities where our interests are overridden by the impact on you (unless we have your consent or are otherwise required or permitted to by law). You can obtain further information about how we assess our legitimate interests against any potential impact on you in respect of specific activities by contacting us.

Performance of Contract means processing your data where it is necessary for the performance of a contract to which you are a party or to take steps at your request before entering into such a contract.

Comply with a legal obligation means processing your personal data where it is necessary for compliance with a legal obligation that we are subject to.

### YOUR LEGAL RIGHTS

You have the right to:

- Request access to your personal data (commonly known as a "data subject access request"). This enables you to receive a copy of the personal data we hold about you and to check that we are lawfully processing it.

- Request correction of the personal data that we hold about you. This enables you to have any incomplete or inaccurate data we hold about you corrected, though we may need to verify the accuracy of the new data you provide to us.
- Request erasure of your personal data. This enables you to ask us to delete or remove personal data where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal data where you have successfully exercised your right to object to processing (see below), where we may have processed your information unlawfully or where we are required to erase your personal data to comply with local law. Note, however, that we may not always be able to comply with your request of erasure for specific legal reasons which will be notified to you, if applicable, at the time of your request.
- Object to processing of your personal data where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground as you feel it impacts on your fundamental rights and freedoms. You also have the right to object where we are processing your personal data for direct marketing purposes. In some cases, we may demonstrate that we have compelling legitimate grounds to process your information which override your rights and freedoms.
- Request restriction of processing of your personal data. This enables you to ask us to suspend the processing of your personal data in the following scenarios:
  - If you want us to establish the data's accuracy.
  - Where our use of the data is unlawful but you do not want us to erase it.
  - Where you need us to hold the data even if we no longer require it as you need it to establish, exercise or defend legal claims.
  - You have objected to our use of your data but we need to verify whether we have overriding legitimate grounds to use it.
- Request the transfer of your personal data to you or to a third party. We will provide to you, or a third party you have chosen, your personal data in a structured, commonly used, machine-readable format. Note that this right only applies to automated information which you initially provided consent for us to use or where we used the information to perform a contract with you.
- Withdraw consent at any time where we are relying on consent to process your personal data. However, this will not affect the lawfulness of any processing carried out before you withdraw your consent. If you withdraw your consent, we may not be able to provide certain products or services to you. We will advise you if this is the case at the time you withdraw your consent.