

Data Privacy Statement

About us

We are nPAE Precision Astro Engineering Limited. When we collect your personal information we do not share it or sell it to anyone else.

What information do we gather?

We collect information that describes who you are. For example: your name and your address.

How we use your information

We will only collect your information with your permission or where it is essential to provide you with our services.

To make sure the products we provide to you are correctly administered.

To contact you by email, letter or social media.

How do we gather information?

Information is gathered in the following ways:

- 1. Indirectly: i). From astronomical magazines and publications. ii). Social media.
- 2. Directly: When you sign up to www.nPAE.net

Accessing and updating your personal information

The nPAE Data Protection Officer can be contacted by using the info email with "FAO: Data Protection Officer" in the email subject line.

You have the right to access the personal information held about you. Please contact the Data Protection Officer with "FAO: Data Protection Officer, Subject Access Request" in the email subject line.

You have the right to have your information deleted. Please contact the Data Protection Officer with "FAO: Data Protection Officer, Request for Deletion" in the email subject line.

Data Retention Period

nPAE does not keep your data for longer than the purpose it was collected for, after which it is deleted. The maximum retention period for nPAE data to comply with HMRC (tax) regulations is 7 years.

<u>Location and Organisations of Processing</u>

Some nPAE data is processed by third parties. Those parties are Microsoft, Bluehost and Paypal. Please refer to the privacy policies of those organisations for further location processing information.

Governing Authority

nPAE Data Protection is governed by the General Data Protection Regulation (GDPR) and the Information Commissioners Office. They are contactable at https://ico.org.uk/