

Website Privacy Policy

Our Website: www.cyclifeaquila.com

We / Our / Us: Cyclife Aquila Nuclear.

We are the controller of personal data obtained via our website, meaning we are the organisation legally responsible for deciding how and for what purposes it is used.

We take your privacy very seriously. Please read this privacy policy carefully as it contains important information on who we are and how and why we collect, store, use and share any information relating to you (your **personal data**) in connection with your use of our website. It also explains your rights in relation to your personal data and how to contact us or a relevant regulator in the event you have a complaint.

We collect, use and are responsible for certain personal data about you. When we do so we are subject to the UK General Data Protection Regulation (**UK GDPR**). We are also subject to the EU General Data Protection Regulation (**EU GDPR**) in relation to our wider operations in the European Economic Area (**EEA**).

What this policy applies to

This privacy policy relates to your use of our website only.

Throughout our website we may link to other websites owned and operated by certain trusted third parties (including group companies) to, for example, make additional products and services available to you. Those third party websites may also gather information about you in accordance with their own separate privacy policies. For privacy information relating to those third party websites, please consult their privacy policies as appropriate.

Personal data we collect about you

The personal data we may collect about you depends on the particular activities carried out through our website. For example, we may collect and use the following personal data about you:

- your name, address and contact information, including email address, telephone number and company details;
- information contained on your CV (if you send it to us);
- location data;
- details of any information, feedback or other matters you give to us in person, by phone, email, post or via social media;
- your activities on, and use of, our website;
- your professional online presence, eg LinkedIn profile;
- information about how you use our website and technology systems; and

- your responses to surveys, competitions and promotions.

We collect and use this personal data for the purposes described in the section '**How and why we use your personal data**' below.

How your personal data is collected

We collect personal data from you:

- directly, when you enter or send us information, such as when you subscribe to our mailing list, register with us for vacancy alerts, when you apply for a role with us, when you contact us (including via email) or participate in competitions or surveys; and
- indirectly, such as your browsing activity while on our website; we may collect information indirectly using the technologies explain in the section on '**Cookies**' below.

We may also collect personal data about you from other sources, for example in person at events.

How and why we use your personal data

Under data protection law, we can only use your personal data if we have a proper reason, for example:

- where you have given consent;
- to comply with our legal and regulatory obligations;
- for the performance of a contract with you or to take steps at your request before entering into a contract; or
- for our legitimate interests or those of a third party.

A legitimate interest is when we have a business or commercial reason to use your personal data, so long as this is not overridden by your own rights and interests. We will carry out an assessment when relying on legitimate interests, to balance our interests against your own.

Marketing purposes:

Marketing our business, products and services to existing, potential and former customers, suppliers or contacts for our legitimate interests, to promote our business.

We may use your personal data to send you updates (by email, text message, telephone or post) about our business, products or services, including new products or services, business news and updates, or competitions.

We have a legitimate interest in using your personal data for marketing purposes (see above '**How and why we use your personal data**'). Although this means we do not need your consent to send you marketing information, we will ordinarily obtain your express consent to using your personal data for marketing purposes.

Recruitment purposes:

We may use your personal data to send you updates (by email, text message, telephone or post) about vacancies, recruitment or when you have applied for a role with us.

We may use your personal data for recruitment purposes when you sign up to receive vacancy alerts on our website, apply for a role with us or otherwise let us know you would like to be contacted for recruitment purposes.

We will always treat your personal data with the utmost respect and never sell or share it with other organisations outside the Cyclife and EDF groups for marketing or recruitment purposes.

You have the right to opt out of receiving marketing or recruitment communications at any time by:

- using the 'unsubscribe' link in emails (or updating your marketing preferences where available); or
- contacting us at [Contact Us](#).

We may ask you to confirm or update your marketing and recruitment communication preferences in the future, or if there are changes in the law, regulation, or the structure of our business.

For more information on your right to object at any time to your personal data being used for marketing and recruitment purposes, see '**Your rights**' below.

Who we share your personal data with

We routinely share personal data with:

- other companies that are part of our group; and
- other third parties we use to help us run our business, eg marketing agencies or website hosts and website analytics providers.

We or the third parties mentioned above occasionally also share personal data with:

- third parties we use to help deliver our products and services;
- our external auditors, eg in relation to the audit of our accounts;
- our professional advisors (such as lawyers and other advisors);
- law enforcement agencies, courts, tribunals and regulatory bodies to comply with our legal and regulatory obligations; or
- other parties that have or may acquire control or ownership of our business (and our or their professional advisers) in connection with a significant corporate transaction or restructuring, including a merger, acquisition, asset sale, or initial public offering - usually, information will be anonymised but this may not always be possible. The recipient of any of your personal data will be bound by confidentiality obligations.

How long your personal data will be kept

We will not keep your personal data for longer than we need it for the purpose for which it is used.

Different retention periods apply for different types of personal data.

Following the end of the of the relevant retention period, we will delete or anonymise your personal data.

Transferring your personal data out of the UK

Countries outside the UK have differing data protection laws, some of which may provide lower levels of protection of privacy.

It is sometimes necessary for us to transfer your personal data to countries outside the UK. In those cases we will comply with applicable UK laws designed to ensure the privacy of your personal data.

We may transfer your personal data to:

- our service providers located outside the UK; and
- companies that are part of our group located outside the UK.

Under data protection laws, we can only transfer your personal data to a country outside the UK where:

- the UK government has decided the particular country ensures an adequate level of protection of personal data (known as an '**adequacy regulation**') further to Article 45 of the UK GDPR. A list of countries the UK currently has adequacy regulations in relation to is available [here](#). We rely on adequacy regulations for transfers to the following countries: France, Sweden & Germany;
- in the case of transfers subject to EEA data protection laws, the European Commission has decided that the particular country ensures an adequate level of protection of personal data (known as an '**adequacy decision**') further to Article 45 of the EU GDPR;
- there are appropriate safeguards in place, together with enforceable rights and effective legal remedies for you; or
- a specific exception applies under relevant data protection law.

Where we transfer your personal data outside the UK we do so on the basis of an adequacy regulation. In the event we cannot or choose not to continue to rely on either of those mechanisms at any time we will not transfer your personal data outside the UK unless we can do so on the basis of an alternative mechanism or exception provided by UK data protection law and reflected in an update to this policy.

Cookies

A cookie is a small text file which is placed onto your device (eg computer, smartphone or other electronic device) when you use a website. We may use cookies on our website. These help us recognise you and your device and store some information about your preferences or past actions.

Your rights

You may find it helpful to refer to the [UK's Information Commissioner](#) website for information on your rights under the UK GDPR.

If you would like to exercise any of those rights, please contact us—see below: '**How to contact us**'.

When contacting us please:

- provide enough information to identify yourself and any additional identity information we may reasonably request from you; and
- let us know which right(s) you want to exercise and the information to which your request relates.

Keeping your personal data secure

We have appropriate security measures to prevent personal data from being accidentally lost, or used or accessed unlawfully.

We are Cyber Essential Plus certified, which means we follow top industry standards for IT security.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

How to complain

Please contact us if you have any queries or concerns about our use of your personal data (see below '**How to contact us**').

We hope we will be able to resolve any issues you may have.

You also have the right to lodge a complaint with the Information Commissioner in the UK.

Changes to this privacy policy

We may change this privacy policy from time to time.

How to contact us

You can contact us at [Contact Us](#) if you have any questions about this privacy policy or the information we hold about you, to exercise a right under data protection law or to make a complaint.