



General Data Protection Regulation 2016 (GDPR) Learnership Ltd.'s Data Privacy Q&A

Named data is rarely collected in conducting Learnership Ltd.'s on-line surveys. However, Learnership's Directors, Employees and Associates all adhere in their activities, with the provisions and requirements of the GDPR.

Any personal data collected by Learnership Ltd, is held in accordance with the GDPR, and in this respect, the only data held is that keyed by the respondent.

When completing an on-line survey, respondents are asked to give their express consent for Learnership Ltd. to process any personal data keyed. With regards to educational surveys for minors, Learnership Ltd. will seek verification from schools/colleges, to establish parental consent has been gained, prior to survey launch.

Who will have access to respondents' data?

- Employees of Learnership Ltd.
- Microsoft Azure, our web hosting company.

Will Learnership Ltd. share or sell personal respondents' data?

- Learnership Ltd. will not sell or share any named personal data, with any third parties.
- Learnership Ltd. will share named personal data with your employer or school, only where you give your consent at the outset of the on-line survey. (e.g. 360 feedback, skills audits, capability reviews).

Will Learnership Ltd. contact individual respondents for marketing purposes?

- Learnership Ltd. may, from time to time, contact the person who applied for the survey, or in schools, those with Governance responsibilities, to make them aware of our other products and services that could be of benefit. All other individual survey respondents, will not be contacted to market our products and services.

What does Learnership Ltd. use respondents' data for?

- Respondents' data is only used to provide feedback where best practice changes might best be made, to improve or sustain consistency to the Client that registered the survey.
- For research purposes only, we reserve the right to share anonymised and collective information, drawn from the data (i.e. where an individual respondent or Client cannot be identified), with a third-party, company or body.
- Personal data will be held for the duration of time required to undertake survey reporting, as specified above.
- We will not share any information that identifies a Client, without the express written permission of the Client.

How can I see personal data that Learnership Ltd. holds about me?

- By contacting the Data Protection Officer / Controller at the address below.