

# Strengths Partnership GDPR – FAQ's

<b>DATA COLLECTION</b>
<b>What personal data are you capturing?</b>
You have to enter your Title, First name, Last name, Email and Password.  You can opt out of the following: Occupational category, Current employment status, Industry, Employing Organisation, Ethnic Origin, Highest Education level, Country of birth, Rather not specify
<b>Briefly describe the background and purpose of your service</b>
Employee insight/profiling tool to assess employees' energy and strengths. Profiling tool used in a variety of ways: team days, individual development raising self-awareness and also can be used as a 360 feedback tool.
<b>For what purpose is the personal data being used?</b>
To provide you with goods and services that you request from us  Marketing purposes  Research purposes
<b>Who will have access to the stored data?</b>
Only key staff who work within Customer Services at Strengths Partnership (a total of 3 people) have access to this data so they can provide support to people completing the profile/having problems completing.  Also Avamae – our database development partners also have access. AvaMae are subject to frequent security reviews and operate to the highest levels of IM security in their day to day operations and coding work.
<b>How long is the information stored for?</b>
The personal data is stored on the database indefinitely to assist with validation and to ensure there is no direct or indirect adverse impact on particular groups.  There is database segregation – clients can only access the records relating to their own projects and cannot access the projects or data from other clients.  The reports are not stored on the system, they are generated on request of download and no copy of the report remains on the system after generation.
<b>How are the general data for statistical purposes like gender kept / stored by the Strengths Partnership? Is it anonymous or including the name?</b>
Demographic data (gender, age, ethnicity, etc.) is stored in a separate table from respondent information, respondents are linked to their demographic data through their respondent id. Unless the respondent has been deleted from the system their demographic data is stored indefinitely.
<b>Would you be able to destroy the raw data you gathered from our employees upon request?</b>
Yes we are able to remove this information upon request. Clients are also able to perform this task in the client login area of the website, removing respondents/nominees will hard delete any information held on that respondents/nominees from the database.
<b>How and where will the data be captured?</b>
The data is stored on a server in the UK and is hosted by Rackspace. Our device is a dedicated server with no shared hosting.

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<b>Do you have a privacy statement on your website?</b>
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Yes the privacy statement can be found here <a href="https://www.strengthscope.com/privacy/">https://www.strengthscope.com/privacy/</a>
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<b>GOVERNANCE</b>
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<b>Do you currently have a Data Protection Officer?</b>
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Yes – Service Delivery Lead, Georgia Adorian
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<b>If so, to whom does the Data Protection Officer report?</b>
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Director, Paul Brewerton
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<b>What responsibilities does the Data Protection Officer have?</b>
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| <ul style="list-style-type: none"><li>• Reviewing all data protection procedures and related policies, in line with an agreed schedule.</li><li>• Arranging data protection training and advice for the people covered by this policy.</li><li>• Handling data protection questions from staff and anyone else covered by this policy.</li><li>• Dealing with requests from individuals to see the data <u>Strengths Partnership</u> holds about them (also called 'subject access requests').</li><li>• Checking and approving any contracts or agreements with third parties that may handle the company's sensitive data.</li></ul> |
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<b>SECURITY</b>
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<b>Do you have policies and procedures in place for detecting and dealing with breaches? If so, what are they?</b>
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Yes we have a full data breach policy and process, this can be supplied upon request
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