

## Privacy Policy

*Last updated: 01.01.2025*

Be Tech Secure Ltd (“we,” “our,” “us”) is committed to protecting your privacy and handling your personal data responsibly. This Privacy Policy explains how we collect, use, and safeguard information when you visit our website or use our services.

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### 1. Who We Are


Be Tech Secure Ltd is a UK-based cybersecurity consultancy and managed services provider. Our registered office is:

**Office 7755, 182-184 High Street North, London, E2 6JA**

We are the “data controller” for the purposes of the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

If you have any questions about this policy or how we use your data, you can contact us at:

 **Email:** [info@betechsecure.co.uk](mailto:info@betechsecure.co.uk)

 **Phone:** 3303413232

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### 2. What Information We Collect

We may collect and process the following types of personal data:

- **Information you provide directly:** Name, job title, company name, email address, phone number, and any details you provide when contacting us, subscribing to our newsletter, booking a consultation, or completing forms.
  - **Technical information:** IP address, browser type, operating system, and other technical details when you visit our site.
  - **Usage data:** Pages visited, time spent on site, referral sources, and engagement with content.
  - **Marketing preferences:** Information on how you prefer to hear from us.
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### 3. How We Use Your Information

We process personal data for the following purposes:

- To respond to enquiries and provide our services.
- To manage consultations, assessments, and service delivery.
- To send relevant marketing communications (where you have consented or where we have a legitimate interest).
- To improve our website and services.

- To meet legal, regulatory, or contractual obligations.

We only process personal data when we have a lawful basis under the UK GDPR, such as:

- **Consent** (e.g., signing up for marketing).
  - **Contract** (e.g., providing a service you've purchased).
  - **Legal obligation** (e.g., compliance with HMRC).
  - **Legitimate interests** (e.g., running our business effectively).
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#### 4. How We Share Your Information

We will never sell your data. We may share personal data with:

- **Trusted service providers** (e.g., IT support, email platforms, payment processors).
- **Professional advisers** (e.g., accountants, auditors, lawyers).
- **Regulatory bodies or law enforcement** if required by law.

All third parties are bound by confidentiality and data protection obligations.

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#### 5. International Transfers

We generally store and process personal data within the UK/EEA. If we transfer data outside the UK/EEA, we ensure appropriate safeguards (such as Standard Contractual Clauses) are in place.

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#### 6. Data Retention

We only keep your personal data as long as necessary for the purposes set out in this policy. For example:

- Enquiries: up to 12 months.
  - Contracts: up to 7 years (to meet tax/legal obligations).
  - Marketing data: until you unsubscribe or request deletion.
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#### 7. Your Rights

Under the UK GDPR, you have the following rights:

- **Access** – Request a copy of your data.
- **Rectification** – Ask us to correct inaccurate or incomplete data.
- **Erasure** – Ask us to delete your data where it's no longer needed.
- **Restriction** – Ask us to limit how we process your data.

- **Portability** – Request your data in a usable electronic format.
- **Objection** – Object to processing based on legitimate interests or direct marketing.
- **Withdraw consent** – Where consent is the basis, you can withdraw at any time.

To exercise your rights, contact us at **info@betechsecure.co.uk**

You also have the right to lodge a complaint with the **Information Commissioner's Office (ICO)**: <https://ico.org.uk/>.

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## 8. Cookies and Tracking

Our website uses cookies and similar technologies to:

- Improve site performance and user experience.
- Analyse traffic and site usage.
- Support marketing campaigns.

You can control cookies through your browser settings or consent banner. For more information, see our **Cookie Policy**.

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## 9. Security

We take appropriate technical and organisational measures to protect your personal data, including encryption, access controls, and regular security monitoring.

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## 10. Changes to This Policy


We may update this Privacy Policy from time to time. Any updates will be posted on this page with a new “last updated” date.


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## 11. Contact Us

For any privacy-related questions, contact us at:

 **Email:** [info@betechsecure.co.uk](mailto:info@betechsecure.co.uk)

 **Phone:** 03303413232

 **Address:** Office 7755, 182-184 High Street North, London, E2 6JA