



Fujax UK Limited

Privacy Policy

18th September 2023



Our contact details

Name: Fujax UK Ltd.

Address: Island Studios, 22 St. Peter's Square, London, W6 9NW, UK.

Phone Number: +44 (0) 204 599 0412

Website: www.fujax.com

E-mail: compliance@fujax.com

Fujax Group Limited and its subsidiary Fujax UK Ltd ('Fujax Group', 'Fujax', 'we', 'us') respects your privacy and is committed to protecting it. Our privacy policy explains why we collect people's personal data, what we plan to do with it, how long we are going to keep it, and if we will share it with anyone else.

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics in a business context, from our customers, suppliers and other business partners. These could include names, email address, physical addresses, business interests, communications with you, meeting notes, financial and payment information.
- Visitors to our premises (security camera video)
- Visitors and users of our website (pages visited, location data and online identifier).
- Organisations and individuals who contact us by email, telephone, social and professional networking websites, third party apps and similar types of technology (names, usernames, business interests, communications with you and meeting notes).
- Job applicants (names, email address, qualifications, career history, third party references, interview notes, interests and the types of job you may be interested in).

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- You have visited our website as a potential customer, supplier or business partner with an interest in our services or to provide your services to us.
- You have contacted us as a potential customer, supplier or business partner with an interest in our services or to provide your services to us and have provided us with your personal information for these purposes.
- You have contacted us in relation to recruitment and employment and have offered your personal information for these purposes.
- You have visited our premises and have been recorded on a security camera.

We also receive personal information indirectly, from the following sources in the following scenarios:

- Recruitment agencies, consultants and websites to obtain information on potential candidates for employment.

We use the information that you have given to assess the suitability of candidates for job opportunities.

We may share this information with employees working in Human Resources in other companies within the Fujax Group

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- (a) **Your consent. You are able to remove your consent at any time. You can do this by using the Contact Us form on our website.**
- (b) **We have a legitimate interest.**

How we store your personal information

Your information is securely stored by our entity in the United Kingdom. If a company concludes business with a Fujax subsidiary outside the United Kingdom then information may be stored at that entity.

We store information only for as long as necessary, but this may be well after we have finished using it, due to the need to keep appropriate records.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us using the Contact Us form on our website if you wish to make a request.

Other Websites, Companies and Services

This policy covers the activity of the Fujax group of companies and fujax.com website. Any website linked from here is responsible for its own privacy policy and any organisation you have directed us to provide information to will not be covered by this document.

Changes to this policy

We will update this policy at www.fujax.com to reflect changes should they be necessary from time to time.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us compliance@fujax.com.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113
ICO website: <https://www.ico.org.uk>