



Privacy Notice for Flexiroute

1. What we need

Our Personal Data Protection Policy governs the use and storage of your data.

Data Images Software Solutions Ltd is a Processor of the personal data you (data subject) provide us.

The Data Controller is your provider who uses our software. We collect the following types of personal data from you:

- Full Name
- Address
- Telephone Numbers
- Email Addresses
- Religion and Ethnicity
- Emergency Contact Details
- Mobility and Disability Information
- Medical Details
- Travel Details and History

2. Why we need it

We need your personal data in order to provide you with the following services:

- Providing specific services to you via your Provider

3. What we do with it

Your personal data is processed in Redcar located in the United Kingdom. Hosting and storage of your data takes place in Redcar which is located in the United Kingdom.

No third party providers have access to your data, unless specifically required by law.

4. How long we keep it

The retention period is set by your provider who is also the Data Controller. After this period, your personal data will be irreversibly destroyed. Any personal data held by us for marketing and service update notifications will be kept by us until such time that you notify us that you no longer wish to receive this information. Please contact their Data Protection Officer for more information on our personal data retention schedule.

The information in this document is intended for the person(s) to whom it is addressed and must not to be disclosed to any other Company

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5. What are your rights?

Should you believe that any personal data we hold on you is incorrect or incomplete, you have the ability to request to see this information, rectify it or have it deleted. Please contact the Data Protection Officer of your provider.

In the event that you wish to complain about how we have handled your personal data, please contact our Data Protection Officer at dean.richardson@flexiroute.net or in writing at Data Images Software Solutions Ltd, Unit 6, The Office Campus, Red Hall Court, Paragon Business Village, Wakefield, WF1 2UY. Our Data Protection Officer will then look into your complaint and work with you to resolve the matter.

If you still feel that your personal data has not been handled appropriately according to the law, you can contact the Information Commissioner's Office and file a complaint with them.