Company Policies

**Privacy Policy**

MDTi Company Ltd is wholly owned subsidiary of Medical Devices Technology International Limited - Privacy Policy.

Version dated 7th May 2018

MDTi recognizes that the free flow of information must be balanced against the protection of an individual's and business's private interests. We are committed to protecting the privacy of your personal data, and where applicable that of your business and employees; whilst providing you with the opportunity to receive products and services which benefit you or your business activities. The fundamental Data protection principles as well as the **Global Data Protection Regulation** (GDPR) May 2018 apply to all our products and services and how MDTi undertakes its entire business affairs. This policy ('Privacy Policy') describes the way we collect information from you, and the way we may use this information.

**MDTi’s Principles for maintaining and protecting personal identifiable data (User data):**

* **Accountability**: the organisation is responsible for the protection personal information under its Control;
* **Identifying Purposes:** The purposes for which personal information is collected shall be identified by the organisation at or before the time the information is collected.
* **Consent:** The knowledge and consent of individuals are required for the collection, use or disclosure of personal information, except when inappropriate (i.e., when required by law)
* **Limiting Collection:** The collection of personal information shall be limited to that which is necessary for the purposes identified by the organisation. Information shall be collected by fair and lawful means.
* **Limiting Use, Disclosure, and Retention:** Personal information shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by the law.
* **Accuracy:** Personal information shall be as accurate, complete, and up-to-date as is necessary for the purposes for which it is to be used.
* **Safeguards:** Personal information shall be protected by security safeguards appropriate to the sensitivity of the information.
* **Openness:** The organisation shall make readily available to individuals specific information about its policies and practices relating to the management of personal information.
* **Individual Access:** Upon request, an individual shall be informed of the existence, use and disclosure of his or her personal information and shall be given access to that information. An individual shall be able to challenge the accuracy and completeness of the information and have it amended as appropriate.
* **Challenging Compliance:** An individual shall be able to address a challenge concerning compliance with the above principles to the designated individual or individuals for the organisation's compliance.

**CONSENT FOR THE RELEASE OF INFORMATION**

**Guiding Principles:**

1. It is the right of Individuals to determine what information can be shared and with whom.
2. Consent acknowledges the individual has the knowledge and understanding to grant permission for the sharing of relevant information with another party regarding their information for an identified purpose.
3. Individuals retain the original signed Consent for the Release of Information for their own records.
4. It is the individual’s right to cancel or change their consent for the release of information at any time. This request should be confirmed in writing.
5. Individuals should be made aware that limiting access to pertinent information can make it difficult to meet individual needs appropriately.

**Informed Consent:**

Informed consent ensures that the individual is making an informed decision. Individuals must be aware of the purpose for sharing personal information, how the information will be used and by whom.

1. Specific information to be disclosed must be identified:
* Individuals have the right to determine which pieces of information can be released, except when required by law.
1. Who the information is being released to must be identified:
* Who will be in receipt of the information,
1. The purpose for releasing the information must be identified.

**Data Protection Officer (DPO)?**

MDTi’s Chief Executive Officer, Prof. Martin Levermore MBE, is the responsible officer within the organisation on all matters pertaining to the collection, management, sharing, safeguarding and disclosure of personal identifiable data. The DPO can be reached on info@mdti.co.uk or telephone +44 (0) 1902 778380.

**What Data ('User Data') do we collect from you?**

All the data we collect from you is business related and some data collected is personal identifiable data (PID). MDTi collects this information as a resource to enable communication with you directly from the business and to allow for any commercial arrangement to be entered lawfully.

**We collect User Data from you in the following ways**

Some non-individually identifiable information is collected by web site servers such as what browser is being used (e.g., Netscape) or the domain name from which a visitor entered the site (e.g. www.yourcompany.com or www.youruniversity.edu).

When you request further information on MDTi services ('Services') or products you will be asked to provide basic information about your company including name and contact details.

We also collect further business relate information from you, for instance when you submit an order application for a product.

**Our use of User Data**

We will use ‘User Data’ we collect from you only in accordance with the following guidelines. We will use User Data:

1. To provide and improve our business service to you.

This will include enabling our help desk to deal with any inquiries you have about our Products, and to enhance our service to you, where applicable to process payments and to notify you of any changes in our business terms and conditions.

2. To send you information about our products and services.

From time to time MDTi may wish to use User contact details to send you further information about our products and services or to carry out market research to improve our services to you. If at any time you decide that you do not wish to be contacted in this way please contact MDTi at info@MDTi.co.uk This e-mail address is being protected from spam bots, you need JavaScript enabled to view it.

3. To generate and deal in aggregate data.

MDTi may provide aggregated e data about sales and usage patterns to reputable third parties. This data will be in a non-attributable form (non-identifiable data) and will not enable the third party to identify individual users or businesses.

4. To Provide data to approved certified third-party providers.

MDTi may pass User Information to third party providers of products and services to enable MDTi to provide a service to you, and where necessary to facilitate billing. MDTi does not authorize any third parties to use your User Data to market their own products and services.

5. Individuals’ rights.

Users of MDTi’s services have the following rights:

* The right to be informed of the processing or sharing of information with a third party;
* The right of access to their information;
* The right to rectification of data held by the organisation;
* The right to erasure of their data;
* The right to restriction on processing of their data;
* The right to data portability;
* The right to object; and
* The right not to be subject to automated decision-marking including profiling.

6. Legal Requirements.

While it is not likely, in some circumstances MDTi may be required to disclose your User Data by a court order or to comply with other legal requirements. MDTi will endeavor to notify you before we do so, unless we are legally restricted from doing so.

7. No commercial disposal to Third Parties.