

Privacy Policy

Effective date: 31 March 2026

Themis Group Consulting Ltd (“we”, “us”, “our”) is committed to protecting your personal data and handling it responsibly in line with UK data protection law, including the UK GDPR and the Data Protection Act 2018.

1. Who we are

Themis Group Consulting Ltd is the data controller for the personal data we collect and process.

Contact details:

Email: admin@themisgroup.org

Registered address: Bookham, United Kingdom (see website)

2. What data we collect

We may collect and process the following personal data:

- Contact details (name, email address, phone number, organisation)
- Business information relevant to our services
- Communication records (emails, meeting notes, correspondence)
- Website usage data (if applicable, e.g. IP address, cookies)

We do not collect more data than is necessary for the purposes set out below.

3. How we use your data

We use personal data to:

- Provide consultancy services
- Respond to enquiries and manage relationships
- Deliver contracts and proposals
- Maintain business records
- Comply with legal and regulatory obligations

4. Legal basis for processing

We rely on the following lawful bases:

- Contract: where processing is necessary to deliver services
- Legitimate interests: to operate and develop our business
- Legal obligation: to meet regulatory or legal requirements
- Consent: where required (for example, certain communications)

5. Sharing your data

We do not sell personal data.

We may share data with:

- Professional advisers (legal, accounting)
- IT and service providers supporting our operations
- Regulatory or government authorities where required

All third parties are expected to handle data securely and lawfully.

6. International transfers

Where data is transferred outside the UK, we ensure appropriate safeguards are in place, such as adequacy decisions or standard contractual clauses.

7. Data retention

We retain personal data only for as long as necessary:

- For the duration of client relationships
- To meet legal, tax, or regulatory requirements
- To resolve disputes or enforce agreements

Data is securely deleted or anonymised when no longer required.

8. Your rights

Under UK data protection law, you have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request erasure (where applicable)
- Restrict or object to processing
- Request data portability
- Withdraw consent (where processing is based on consent)

To exercise your rights, contact us using the details above.

9. Data security

We take appropriate technical and organisational measures to protect personal data against unauthorised access, loss, or misuse.

10. Complaints

If you have concerns about how we handle your data, please contact us first.

You also have the right to complain to the UK regulator:

Information Commissioner's Office (ICO) – www.ico.org.uk

11. Changes to this policy

We may update this policy from time to time. The latest version will always be available on request or on our website.