

GDPR Policy of EdAI Academy for Data Protection Act Introduction:

EdAI Academy is committed to protecting the privacy of all personal data that we handle. We fully comply with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA). The purpose of this policy is to provide our clients with clear information about how we handle and process their personal data.

Our Business:

EdAI Academy is helping recruitment consultancies that assist students in finding the right university.

Data Protection Principles003A

The following principles underpin our approach to data protection:

1. Lawfulness, fairness, and transparency
2. Purpose limitation
3. Data minimization
4. Accuracy
5. Storage limitation
6. Integrity and confidentiality
7. Accountability

Types of Data We Collect:

EdAI Academy collects various types of personal data, including but not limited to:

- Contact details, such as name, address, email address, and telephone number
- Academic records and qualifications
- Identification documents, such as passport and driving license
- Employment history
- References
- Other information provided by clients on a voluntary basis

Use of Personal Data:

We use personal data for the following purposes:

- To provide recruitment services to students seeking admission to universities
- To maintain records of our clients
- To communicate with clients regarding their recruitment status and other relevant information
- To comply with legal and regulatory obligations
- To improve our services and customer experience

Legal Basis for Processing:

We rely on the following legal bases for processing personal data:

- Consent

- Contractual necessity
- Legal obligation
- Legitimate interests

Data Storage and Retention:

We store personal data in a secure and confidential manner. Personal data is retained only for as long as necessary to fulfil the purposes for which it was collected, and in accordance with legal and regulatory requirements.

Sharing of Personal Data:

EdAI Academy may share personal data with third parties, including universities and government agencies, as necessary to fulfil our recruitment services. We ensure that such third parties have adequate data protection measures in place and comply with GDPR and DPA requirements.

Individual Rights:

Individuals have the following rights regarding their personal data:

- Right to be informed
- Right of access
- Right to rectification
- Right to erasure
- Right to restrict processing
- Right to data portability
- Right to object
- Right not to be subject to automated decision-making

Data Breach:

In the event of a data breach, EdAI Academy will take immediate action to contain and remediate the breach, and notify the affected individuals and the Information Commissioner's Office (ICO) as required by GDPR and DPA.

Training and Awareness

EdAI Academy will provide training and awareness to our employees and contractors on data protection legislation and our data protection policies and procedures.

Policy Review

This policy will be reviewed and updated as necessary to ensure ongoing compliance with data protection legislation and best practices.

Contact Information

If you have any questions or concerns about this policy, or wish to exercise your data subject rights, please contact our Data Protection Officer at edaiAcademy@gmail.com.

Conclusion:

EdAI Academy is committed to protecting the privacy of personal data and complying with GDPR and DPA. This policy will be regularly reviewed and updated to ensure continued compliance with GDPR and DPA.

Act Numbers:

- General Data Protection Regulation (GDPR) - Regulation (EU) 2016/679
- Data Protection Act 2018 (DPA) - 2018 c. 12