

## **Data Protection Policy**

**e-QAS Training** takes the confidentiality of all personal data particularly seriously and consequently takes all reasonable steps to comply with the principles of the **Data Protection Act 1998**.

e-QAS Training aims to collect personal information only in order to meet specific legitimate purposes and to retain that information only for so long as those purposes remain valid.

Ordinarily, e-QAS Training will not pass individualised personal information onto any third party, save where requires by Law, Statutory obligations or legitimate purposes balanced against the rights and interests of the data subject.

Any person associated with e-QAS Training i.e. staff members, learners, clients and other associates, are obliged to comply with our policy declarations.



Bryan Skinner  
Managing Director  
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