

IRM DATA PROTECTION AND PRIVACY STATEMENT

Our Websites

This website, www.theirm.org, its sub-domains and microsites, belong to the Institute of Risk Management (IRM).

At IRM we value and respect the privacy of our members, customers and visitors to our website. We are committed to upholding your right to privacy while providing you with the opportunity to receive products and services that we think you may find beneficial. We take appropriate technical and organisational security measures to protect your personal information.

This statement describes the ways in which we collect information from you when you use our website and what we use it for.

Confidentiality

The information IRM collects, processes or uses is treated securely and in accordance with our privacy statement outlined below, and to the extent required under English law generally and the Data Protection Act 1998 in particular. Whenever you give us personal data you are consenting to its collection and use in accordance with this statement.

This data protection and privacy statement form IRM's commitment to the principles of the Data Protection Act 1998.

Collection and use of information

IRM members

The personal data we collect will enable IRM to keep you updated with relevant information which forms part of your package of membership benefits. It will be relevant to the purposes for which it is to be used and we will do our utmost to ensure that such information is accurate and complete. If any of the information we hold about you is inaccurate we will do our best to correct it quickly once you notify us. You can update your contact details yourself online by selecting "On-line Member Facilities" available from the 'Members' homepage after logging in to www.theirm.org.

We will hold some of the information you give us in databases. We will ensure that these are secure and can only be accessed by authorised people.

What we do with the information we collect:

- provide our services to you;
- update membership records;
- process your payments, including subscriptions, registration fees, examination fees, course fees, etc;
- provide access to the restricted areas of the website;
- internal research, analysis and reporting in order to improve our services;
- internal statistics, e.g. usage levels of the website;
- profile your preferences;
- provide you with advice and guidance;
- keep you informed of new products and services which we believe will be of interest to you;
- improve your browsing experience by personalising the website;
- deal with queries and/or complaints made by you in relation to our website;
- provide third parties with statistical information about our users. These statistics will not include any information which will allow you to be identified.

Non-members

The personal information we collect will only be used for the purposes for which it was originally submitted. For example we will contact you if you have submitted a request for information to us and you have supplied your contact details to us for this purpose. We will not retain your details for future mailings unless you specifically opt-in to this type of mailing. Neither will we disclose your details to third parties, unless you specifically opt in to this type of mailing.

Access to your information

We will use personal data about you from monitoring your use of the website for internal purposes only, including site performance, evaluating site use and creating marketing reports. Personal data collected in this way will be aggregated, and no personal data will be used for any purpose other than that for which it was originally obtained.

We may disclose information about you to any of our employees, officers, suppliers, agents or representatives to the extent that it is reasonably necessary for the purposes as set out in this statement.

We may disclose your personal information in order to comply with a legal or regulatory obligation.

We will not provide your personal data to any third parties without your express consent.

Opting out

You may choose to opt-out of receiving communications alerting you to news and offers at any time. To do so please use the unsubscribe link provided in the email or contact membership@theirm.org

Access to your personal data

You have the right to ask for a copy of the information we hold about you. We may make a charge (of no more than £10) for this. Please see 'Further information and questions' at the bottom of this statement for the contact details of IRM's Data Protection Officer.

Links to other websites including transfer of data outside the European Union (EU)

Our website contains links to other websites. Please note that when you click on one of these links you are "moving" to another website. IRM is not responsible for the information privacy practices or the content of these other websites. We encourage you to read the privacy policies of these linked websites as their information privacy practices may differ, and countries outside the EU may not have similar data protection laws to the EU.

General

We reserve the right to update this Data Protection and Privacy Statement at any time.

Further Information and Questions

If you have any questions regarding privacy or do not feel that your concerns have been addressed, please contact:

Data Protection Officer
Institute of Risk Management
6 Lloyds Avenue
London
EC3N 3AX
Tel: + 44 (0)20 7709 9808 Email: membership@theirm.org

