

Aspire Sales Force Development Ltd

Privacy Policy

Aspire Sales Force Development Data Protection Policy refers to our commitment to treat information of employees, clients, stakeholders and other interested parties with the utmost care and confidentiality. With this policy, we will ensure that we gather store and handle data fairly, transparently and with respect towards individual rights. We may change this Policy from time to time so please check this page or our website occasionally to ensure that you're happy with any changes. By using our website, you're agreeing to be bound by this Policy.

WHO IS ASPIRE SALES FORCE DEVELOPMENT LTD?

Aspire Sales Force Development was formed in 2011, as a Sales Force Development company operating outside of the USA, but partnering with Matrix Achievement Group (the US based sales development firm).

We help companies, mostly in the healthcare industry, develop their Sales Teams including Sales Leadership for continued success.

The geographic responsibility for Aspire SFD is all territories outside of USA.

SCOPE

This Policy refers to all parties (employees, clients and their workforce, suppliers, sub-contractors etc) who provide any amount of information to us.

HOW AND WHY DO WE COLLECT INFORMATION FROM YOU?

As part of our operations, we need to obtain and process certain elements of information. This information includes any offline or online data that allows a person to be identified, such as names, address, usernames, financial data (for ASFD employees only) etc.

Our company collects this information in a transparent way and only with the full co-operation and knowledge of interested parties.

POLICY ELEMENTS

As part of our operations, we need to obtain and process information. This information includes any offline or online data that allows a person to be identified, such as names, address, usernames, financial data (for ASFD employees only) etc.

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We obtain information direct from our clients and from the data subjects (client's employees) via email or via phone. The data is processed under the performance of the contract with our client.

WHAT TYPES OF PERSONAL DATA IS COLLECTED?

The personal information we may collect might include:

- ^ Full Name
- ^ Work email address
- ^ Contact number
- ^ Line manager details
- ^ Job title
- ^ Employee's of ASFD details (as per employment contract)

CATEGORIES OF DATA SUBJECT

- ^ Clients Sales force team
- ^ Line Mangers
- ^ Employees of Aspire Sales Force

HOW IS YOUR INFORMATION USED?

We may use your information to provide the following services:

- ^ MX Sales Coach
- ^ Aspire SFD training courses
- ^ Train the trainer
- ^ Congresses attended
- ^ Course attendance Certificates

WHO HAS ACCESS TO YOUR INFORMATION?

We will not sell your information to third parties. We will not share your information with third parties for marketing purposes.

YOUR CHOICES:

We will not contact you for marketing purposes by email, phone or text message.

If you no longer work for our contracted client or wish to withdraw consent from our MXSC program this can be done by contacting info@aspresfd.com

If you wish to make a complaint or report a concern regarding the handling of your personal data you may do so by contacting info@aspresfd.com or through the Information Commissioners Office [information Commisioners office](http://www.informationcommissioners.gov.uk).

HOW CAN YOU UPDATE & ACCESS YOUR RECORDS:

The accuracy of your information is important to us. If the data we hold about you is inaccurate, please contact your employer, or if you wish to make a Subject Access Request this can be done by emailing info@aspresfd.com

TRANSFERRING YOUR DATA OUTSIDE THE EU:

As part of the services offered to you, the information which you provide to us may be transferred to our partner company in USA, Matrix Achievement Group LLC, Memphis, TN under our Data Transfer Agreement containing the EU Model Contractual Clauses.

USE OF COOKIES:

This website uses cookies to store information within your web browser. Where possible we avoid storing any sensitive or tracking information in these cookies. No personally identifiable information is stored in these cookies. All of the information collected by these cookies is kept within Aspire SFD; We do not disclose any of this information, pass or sell it to third parties.

In accordance with the EU Cookie Directive, we provide information about how we use these cookies. Where possible, we also provide the means to control whether these cookies are stored. Ironically the mechanism used to control cookie usage has to use a cookie to remember your preference.

Browser Settings

Any cookies generated by this website may be safely blocked or deleted using your web browser settings, but this may impact the performance, functionality and services provided by this website.

Categories of cookies

We have sorted the cookies used on this website into three categories.

^ Strictly necessary

These cookies are essential in order to enable you to move around the website and use its features, such as accessing secure areas of the website. Without these cookies the services you have asked for, such as shopping baskets or electronic billing, cannot be provided.

^ Performance

These cookies collect information about how visitors use a website, for instance which pages visitors go to most often and if they get error messages from web pages. These cookies don't collect information that identifies a visitor. All information these cookies collect is aggregated and therefore anonymous.

^ Functionality

These cookies allow the website to remember choices you make such as your username, language or the region you are in and provide enhanced, more personal features. For instance, a website may be able to provide you with local weather reports or traffic news by storing, in a cookie, the region in which you are currently located. These cookies can also be used to remember changes you have made to text size, fonts and other parts of web pages you can customize. They may also be used to provide services you have asked for such as watching a video or commenting on a blog. The information these cookies collect may be anonymized and they cannot track your browsing activity on other websites.

You can control whether or not these cookies.

How to delete cookies

To delete cookies please refer to your browser help page

LINKS TO OTHER WEBSITES:

Our Site includes links to other Web sites whose privacy practices may differ from those of Aspire Sales Force Development. If you submit personal information to any of those sites, your information is governed by their privacy policies. We encourage you to carefully read the privacy policy of any Web site you visit.

REVIEW OF THIS POLICY:

We keep this Policy under regular review. This Policy was last updated in May 2018.

CONTACT INFORMATION:

You can contact us by writing at the address below:

Aspire Sales Force Development
14B Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

For data protection legislation, you always retain the right to contact the Information Commissioner's Office (the ICO). The following is a direct link to the ICO website page entitled "Report a Concern":

<https://ico.org.uk/concerns>