GDPR Statement

- Pure Paraplanning Ltd operates under its own DPA License from the ICO.
- Our Head Office has a physical key lock, compounded by further swab keys to our wing within a secured office block covered by CCTV.
- Our office has software access controls.
- All staff and contractors are bound by the 'signed agreements' which include the handling of sensitive data.
- All PCs/laptops used by our staff to access data are fully encrypted and password protected.
- All systems are 100% cloud based using ProWorkflow and Google drive's Business G-Suite which are all password protected with alphanumeric letters and symbols.
- All data can be retrieved in the event of an incident that renders our office or operating systems unusable or inaccessible.
- Any data passed to Pure Paraplanning Ltd, will be used for the purposes set out in the contract, and only for that purpose.
- Data passed to Pure Paraplanning Ltd may be used by all Pure Paraplanning Ltd staff, and subcontractors (subject to equivalent protective contracts) for the purposes agreed between the parties via contract.
- Pure Paraplanning Ltd has zero borrowing.
- Data is held for a period of 6 months from completion of work to ensure that any queries or concerns can be quickly and easily responded to. After 6 months, this data is archived. 21 days after archive the data is permanently expunged from the system, except sufficient detail to comply with HMRC and regulatory requirements (typically name of client, service type, and billing details).
- Your data may be passed to third party agencies, such as the FCA, SFO, ICO to the extent to which it is required to under law.
- Our systems are open architecture, meaning access to held data is 24/7 available to adviser clients. Correction requests may be made to any member of Pure Paraplanning Ltd Staff and will be actioned promptly. Access requests may be passed to us likewise, however any additional data we hold, not on the system is likely to be Letters or calculations in progress only, and unlikely to be significant.