

## Who we are

Trilateral Research Ltd (“we”) is a UK limited liability company, registered in England and Wales under company number 8698690. Our registered office is: One Knightsbridge Green, London, SW1X 7QA. Our subsidiary company Trilateral Research Limited is an Irish limited liability company registered in Ireland under company number 616396, with registered offices in FDW House, Blackthorn Business park, Coes Road, Dundalk, Co. Louth, A91 RW26.

Trilateral Research is the ‘data controller’ for this activity.

Trilateral Research offers regulatory and policy advice in data protection, privacy and cyber-security to organisations in the public and private sectors. We are continually expanding and growing our knowledge base so that we can offer first in class service to our clients.

## How we process your personal data

In order to download our Cookie Compliance Guide, we require that you provide a work email address.

When you submit your email address, we will:

- process your email address for the purposes of sending a download link to the Cookie Compliance Guide; and
- keep a record of your email so that we can evaluate whether it would be in our mutual interest to include you in further outreach activities, which may include the provision of research and insights, invites to webinars and events, and content of interest to the data protection community, etc.

You will be able to opt -out at any time. An opt-out link will be included in every correspondence we send you, including in the email containing the Cookie Compliance Guide.

We will retain your email address for a period no longer than 3 years.

Your personal data will not be subject to automated decision-making or profiling.

## Legal basis

We rely on your consent as the main legal basis for this data processing. From time to time, we may rely on our legitimate interest to contact you as we launch new outreach activities, but any opt -out on your part will override this legitimate interest.

## Data sharing

We will not share your personal data with any other organisation unless legally obliged to do so.

However, we rely on external services to administer our contacts and distribution lists. Your data will be stored in a Microsoft Office 365 storage environment, and emails to you will be delivered via MailChimp or Moosend.

## International data transfers

We will not transfer your personal data to other organisations outside the UK and the European Economic Area. Your data will be accessible to a restricted number of Trilateral employees based in the UK and Ireland as permitted under the [EU-UK Trade and Cooperation Agreement](#).

## Your rights

Your rights under data protection law are the following:

- to withdraw your consent at any time;
- to make a subject access request for a copy of your personal data;
- to request that we correct your personal data if they are inaccurate or out of date;
- to request that we erase your personal data;
- to request that a restriction is placed on the processing of your personal data;

- to request that we provide you with a copy of your personal data that you originally supplied to us, and where possible transmit that data directly to another data controller; and
- to object to the processing of your personal data.

We have a general privacy notice available on our website, where you can find further information on these rights.

## **Contacts**

If you have any concerns or questions about how we process your personal data, you can get in touch with our Data Protection Team via Trilateral Research Ltd, One Knightsbridge Green, London, SW1X 7QA, United Kingdom, or [DPO@trilateralresearch.com](mailto:DPO@trilateralresearch.com).

If you are dissatisfied with our processing of your personal data, you have a right to lodge a complaint with the Information Commissioner's Office by writing to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or [casework@ico.org.uk](mailto:casework@ico.org.uk).