

Bangla Sanglap Limited trading as Bangla Sanglap

Privacy Notice

1. Introduction:

Bangla Sanglap Limited has been publishing online and print newspaper successfully over the last 2 years. We specialise in providing national & International news in print and online.

Currently, it is one of the largest British-Asian online newspaper in the United Kingdom. We publish daily online newspaper and weekly printed newspaper and publish many popular & live news to readers in the UK, Europe and worldwide.

Bangla Sanglap Limited began publishing in UK from 27 February 2017. In this short span of time Bangla Sanglap Limited has made a significant impact on our readers with variety of lively news, informative and entertaining package and reaching out to a diverse range of readers across the UK and worldwide.

2. Who we are:

Our registered office address is: 124 Whitechapel Road, London, E1 1JE. We are incorporated with Companies house and our company registration number is: 10641860

If you have questions about how we process personal data, or would like to exercise your data subject rights, please email us at dpo@banglasanglap.com

3. Company and website within scope:

The following company and website are within scope for this privacy policy:

Company: Bangla Sanglap Limited trading as Bangla Sanglap

Website: <https://www.banglasanglap.com/>

It includes personal data that is collected through our website, by telephone and through any related social media applications.

4. Collection of personal data:

We collect personal data from you for one or more of the following purposes:

To provide you with information that you have requested or which we think may be relevant to a subject in which you have demonstrated an interest;

To initiate and complete commercial transactions with you, or the entity that you represent, for the purchase of products and/or services;

To fulfil a contract that we have entered into with you or with the entity that you represent;

To ensure the security and safe operation of our websites and underlying business infrastructure, and

To manage any communication between you and us.

Technical information

In addition, and in order to ensure that each visitor to our website can use and navigate the site effectively, we might collect the following:

Technical information, including the Internet Protocol (IP) address used to connect your device to the Internet;

Operating system and platform;

5. Lawful basis for the processing of personal data:

The table below describes the various forms of personal data we collect and the lawful basis for processing this data. We have processes in place to make sure that only those people in our organisation who need to access your data can do so. A number of data elements are collected for multiple purposes, as the table below shows. Some data may be shared with third parties and, where this happens, this is also identified below.

When we process on the lawful basis of legitimate interest, we apply the following test to determine whether it is appropriate:

The purpose test – is there a legitimate interest behind the processing?

Necessity test – is the processing necessary for that purpose?

Balancing test – is the legitimate interest overridden, or not, by the individual's interests, rights or freedoms?

Purpose of collection	Information category	Data collected	Purpose for collection	Lawful basis for processing	Data shared with?	Retention period
1. To provide you with information	Subject matter information	Name, company name, geographic location, email address, business sector.	To provide appropriate online or email information about products and services that you have requested	Contractual fulfilment	Internally only	Maximum 8 years from the data the information is collected.
			To provide further, related, online or email information and ongoing news updates in relation to the identified area of interest.	Legitimate interest	Internally only	
		Telephone number	Follow-up to ensure requested information meets needs and identify further requirements	Legitimate interest	Internally only	
		Personal contact information as provided through website forms or at trade shows or any other	General mailing list subscription	Consent	Internally only	

		means.				
2. Transactional information	Transaction details	Name, physical address, email address, telephone number, other medium of content delivery	To process purchase transactions for products and services with customers, and to ensure any transaction issues can be dealt with. For accounting and taxation purposes Documentation should any contractual legal claim arise	Contractual performance Statutory obligation Legitimate interest	Internally only Internally and professional advisers Internally and professional advisers	Maximum 8 years from the date of the performance of the contract. 6 months from the data the data subject has input personal information but has not proceeded with a transaction. 8 years for VAT records from the performance of the contract
3. Security	Security information	Technical information, as described above, plus any other information that may be required for this purpose	To protect our websites and infrastructure from cyber attack or other threats and to report and deal with any illegal acts.	Legitimate interest	Internally, forensic and other organisations with whom we might contract for this purpose.	Relevant statutes of limitation
4. Communications	Contact information	Names, contact details, identification details	To communicate with you about any issue that you raise with	Legitimate interest	Internally and, as necessary, with professional	Relevant statutes of limitation.

5. Storage of personal data:

Bangla sanglap Limited is a UK-domiciled organisation whose only office is in the UK.

Our website is hosted in the EU and are accessed only by our EU-based staff.

Our payment processors and banking arrangements are based in the EU.

We sometimes ship and deliver physical products around the world; we therefore use logistics companies that are based in the EU and operate in other countries. We follow the appropriate legal and security relationships with those partners in this regard.

We operate a data retention policy in respect of all data, whether paper-based or digital and those aspects of it which relate to personal data are contained in the table at 5, above.

7. Security measures:

We have what we believe are appropriate security controls in place to protect personal data. We always do risk assessment, including assessing risks to the rights and freedoms of data subjects. We do not, however, have any control over what happens between your device and the boundary of our information infrastructure. You should be aware of the many information security risks that exist and take appropriate steps to safeguard your own information. We accept no liability in respect of breaches that occur beyond our sphere of control.

8. Your rights as a data subject:

As a data subject whose personal information we hold, you have certain rights. If you wish to exercise any of these rights, please email dpo@banglasanglap.co.uk or use the information supplied in the Contact us section below. In order to process your request, we will ask you to provide two valid forms of identification for verification purposes. Your rights are as follows:

The right to be informed

As a data controller, we are obliged to provide clear and transparent information about our data processing activities. This is provided by this privacy policy and any related communications we may send you.

The right of access

You may request a copy of the personal data we hold about you free of charge. Once we have verified your identity and, if relevant, the authority of any third-party requestor, we will provide access to the personal data we hold about you as well as the following information:

- a) The purposes of the processing**
- b) The categories of personal data concerned**
- c) The recipients to whom the personal data has been disclosed**
- d) The retention period or envisioned retention period for that personal data**
- e) When personal data has been collected from a third party, the source of the personal data**

If there are exceptional circumstances that mean we can refuse to provide the information, we will explain them. If requests are frivolous or vexatious, we reserve the right to refuse them. If answering requests is likely to require additional time or occasions unreasonable expense (which you may have to meet), we will inform you.

The right to rectification

When you believe we hold inaccurate or incomplete personal information about you, you may exercise your right to correct or complete this data. This may be used with the right to restrict processing to make sure that incorrect/incomplete information is not processed until it is corrected.

The right to erasure (the 'right to be forgotten')

Where no overriding legal basis or legitimate reason continues to exist for processing personal data, you may request that we delete the personal data. This includes personal data that may have been unlawfully processed. We will take all reasonable steps to ensure erasure.

The right to restrict processing

You may ask us to stop processing your personal data. We will still hold the data, but will not process it any further. This right is an alternative to the right to erasure. If one of the following conditions applies you may exercise the right to restrict processing:

- a) The accuracy of the personal data is contested**
- b) Processing of the personal data is unlawful**
- c) We no longer need the personal data for processing but the personal data is required for part of a legal process**
- d) The right to object has been exercised and processing is restricted pending a decision on the status of the processing**

The right to data portability

You may request your set of personal data be transferred to another controller or processor, provided in a commonly used and machine-readable format. This right is only available if the original processing was on the basis of consent, the processing is by automated means and if the processing is based on the fulfilment of a contractual obligation.

The right to object

You have the right to object to our processing of your data where

Processing is based on legitimate interest;

Processing is for the purpose of direct marketing;

9. Contact us:

Address: Bangla sanglap Limited, 124 Whitechapel Road, London E1 1JE.

Phone: 0207 24 71 489

Mobile: 0748 299 0903

Email: info@banglasanglap.com

10. Complaints:

Should you wish to discuss a complaint, please feel free to contact us using the details provided above. All complaints will be treated in a confidential manner.

Should you feel unsatisfied with our handling of your data, or about any complaint that you have made to us about our handling of your data, you are entitled to escalate your complaint to a supervisory

authority within the European Union. For the United Kingdom, this is the Information Commissioner's Office (ICO), who is also our lead supervisory authority. Its contact information can be found at <https://ico.org.uk/global/contact-us/>.