



Sherbernog Innovations Privacy Policy

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1. Privacy Policy Notice

This privacy policy notice is for the following websites: “www.sherbernog.tk” and “portal.sherbernog.tk”. This privacy policy is served by Sherbernog Innovations and governs the privacy of those who use it. The purpose of this policy is to explain to you how we control, process, handle and protect your personal information while browsing or using these websites, including your rights under current laws and regulations. If you do not agree to the following policy you may wish to cease viewing / using this website.

2. Key Definitions

The following terms have definitions which are as follows:

- “I”, “our”, “us” or “we” refer to the business, Sherbernog Innovations.
- “You”, “Your” or “the user” refer to the person(s) using these websites.
- GDPR means General Data Protection Act.
- PECR means Privacy & Electronic Communications Regulations.
- ICO means Information Commissioner’s Office.
- Cookies mean small files stored on the users computer or device.
- Google refers to Google LLC
- Google Account refers to an account the user must have with Google LLC.
- Google Drive refers to a service hosted by Google LLC which stores files.
- RA refers to revoking access to the website. This can be achieved by going to the website “<https://myaccount.google.com/permissions>”
- SO refers to signing out from the website. This can be achieved by clicking the red sign out button on the top right hand corner of the webpage

3. Processing of your personal data

Under the GDPR, we process any personal information about you electronically. All control of the data is handled by Google as we do not store it. We process this under the following lawful bases:

- We are exempt from registration in the ICO Data Protection Register because we do not store user data internally as a company.

- **Lawful Basis:** Consent

The reason we use this basis: We only process your information under your consent.

We process your information in the following ways: We use your data to, or not depending what website you are using: create, edit, read, append and share any information stored in the files with other users.

Data retention period: We will continue to process your information under this basis until you withdraw consent which can be achieved by RA or SO.

Sharing your information: We do share your personal information with third parties which include only Google LLC.

If, as determined by us, the lawful basis upon which we process your personal information changes, we will notify you about the change and any new lawful basis to be used if required. We shall stop processing your personal information if the lawful basis used is no longer relevant.

4. Your Individual Rights

Under the GDPR your rights are as follows. You can read more about your rights at “<http://bit.ly/gdpr-rights>”:

- The right to be informed
- The right of access which can be achieved by going to “drive.google.com”
- The right of rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- The right not to be subject to automated decision-making including profiling

We handle subject access requests in accordance with GDPR

5. Resources & further information

- > [Overview of the GDPR - General Data Protection Regulation](#)
- > [Data Protection Act 1998](#)
- > [Privacy and Electronic Communications Regulations 2003](#)
- > [Guide to PECR](#)
- > [Google Privacy Policy](#)