



## **Fair Obtaining Statement**

In complying with the Principles of the Data Protection Act 1998, Digita must obtain and process data fairly. One of the conditions for the fair processing of data is that the processing is carried out with the consent of the data subject.

This statement forms part of your contract with Digita and by sending any personal data to Digita, you will automatically be deemed to have accepted the terms of this statement.

By accepting this statement:

1. You hereby warrant that any personal data (being data from which an individual may be identified) that you send to Digita is sent with the express consent of the data subject.
2. You hereby agree to the holding and sharing of personal data supplied by you within Digita (as described below) for the purposes of Digita meeting its contractual obligations to you.
3. You hereby acknowledge that the processing of personal data by Digita may include the following:
  - When attempting to resolve a problem with a Digita software application, Digita may request a copy of your company's data/database which may contain your or your clients information;
  - This may be transferred via the internet to the company's servers, DVD, CD, Email or other devices;
  - Copies of this data may be shared with product specialists, support, developers and / or testers and held on the company's network while a resolution is taking place.
4. Subject to Digita complying with its obligations below, you hereby indemnify Digita on an ongoing basis for any damages, costs or expenses (including reasonable legal fees) arising from any claim against Digita by any third party based on an alleged breach of the Data Protection Act 1998 in connection with any personal data supplied by you.

In processing personal data supplied by you, Digita hereby agrees;

- To only use such personal data for the purpose of meeting its contractual obligations to you;

- That any personal data will be promptly returned to your company if required and securely destroyed from Digita's network;
- That duplicate copies will not be kept for longer than is necessary;
- To take all reasonable measures to keep your data secure.

You may obtain further information about our procedures from the Personnel Manager, Digita, Liverton Business Park, Exmouth. Devon EX8 2NR