



VERSION: JULY 2026

PROGRESSIO (FourCentric) promises to use all reasonable endeavours to keep your data safe. PROGRESSIO (FourCentric) promises to comply with the General Protection Regulation ("GDPR") and the Data Protection Act 2018 (collectively "Data Protection Law").

This website is operated by PROGRESSIO UK (FourCentric) Limited (registered in England and Wales with company number 13421877 whose registered address is at the 5th Floor, Kings House, 174 Hammersmith Road, London, England, W6 7JP).

1. How We Use Your Information

This privacy notice tells you what to expect when PROGRESSIO (FourCentric) collects personal information through this website or otherwise. **It applies to information we collect about:**

- Visitors to our website and other business contacts
- People who use or inquire about our services including existing, potential and past customers
- Suppliers' contact details
- Competition entrants
- People whose information is supplied to us by our customers
- Job applicants, employees, workers, contractors and interns

In each case, we may capture personal data specifically personal identifiers, such as contacts and characteristics including individuals' names and contact details such as their phone numbers and email addresses. In the case of job applicants and employees, we may have cause to capture special category data – data which is more sensitive – not least to ensure our compliance with the Equality Act 2010.

Most of the personal information we process is provided to us directly by you through the website or by direct contact to the organisation for the purposes of inquiries about services, careers or in the form of entries to competitions and is obtained through explicit consent.

We may also receive personal information indirectly from business directories or social networking sites such as LinkedIn for the purposes of networking and marketing which we may process on the legal basis of legitimate interest.

Our HR department may share personal data with third parties for the purposes of fulfilling its contractual obligations such as payroll, benefits, pension and staff records. We may share business contact details with third parties that operate our client relationship management systems using the legal basis of legitimate interest.

PROGRESSIO (FourCentric) ensures all its staff are trained and made aware of their responsibilities under data protection law and it undertakes regular reviews of its information security policies, security and best practice, in respect of the protection of personal data.

2. Visitors To Our Websites & Other Business Contacts

When someone visits our website, we collect and use aggregated data such as statistical or demographic data. For example, we may aggregate the usage data to calculate the percentage of users accessing a specific website feature. If we combine or connect aggregated data with your personal data, so that it can directly or indirectly identify you, we treat the combined data as personal data which will be used in accordance with this privacy notice and our privacy policy.

This privacy notice does not cover the links within this site linking to other websites. We encourage you to read the privacy notices on the other websites you visit.

3. Cookies

Cookies are small pieces of text sent to your web browser when you visit a website. A cookie file is stored in your web browser and allows the website or a third party to recognise you and make your next visit easier and the website more useful to you.

You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies. If you disable or refuse cookies, please note that some parts of our website may become inaccessible or may not function properly. You can read our Cookie Policy [here](#).

4. People Who Use PROGRESSIO (FourCentric) Services

(Such as Existing, Potential & Past Customers)

We hold the details of the people who have inquired about our services and their team members, to contact them about the services and for other related purposes.

5. Get In Touch page

By completing the 'contact us' page form, you consent to your details being stored in our database and acknowledge that they will be used to enable us to make contact with you with relevant information.

People Whose Services We Use (Suppliers): We hold the details of the people who supply a service to us for the service to be carried out.

6. Competition Entrants

PROGRESSIO (FourCentric) is the Data Controller for the information you provide in entering a competition, unless otherwise stated. Your data will be provided to the relevant person to fulfil the prize giving.

7. People's Information Supplied To Us By Our Customers

PROGRESSIO (FourCentric) is the Data Controller for the information provided by our customers. Data will be used under the guidance of the supplying client so that it is compliant with Data Protection Law. Data will not be passed on at any time.

8. Job Applications, Employees, Workers, Contractors & Interns

PROGRESSIO (FourCentric) is the Data Controller for the information you provide during the employment process unless otherwise stated. If you work with us, we may also collect and use static and moving images and audio of you we record during training, marketing and team-building events. If you have any queries about the process or how we handle your information, please contact us at info@progressio-fourcentric.com.

9. Your Rights

Under the Data Protection Law, you have rights as an individual which you can exercise in relation to the information we hold

about you.

You can read more about these rights on the ICO website.

10. Data Retention & The Right To Be Forgotten

When you have granted consent to us holding your personal data:

It will be retained for no longer than is necessary for the purpose it was obtained.

You have the right to be forgotten and can advise us easily that you want to be (i) taken off mailing lists and/or (ii) forgotten by sending an email to info@progressio-fourcentric.com.

11. Right Of Access

- Individuals have the right to access their personal data and supplementary information
- The right of access allows individuals to be aware and verify the lawfulness of the processing
- We will provide a copy of the information held free of charge and provided within one month of the request
- A request to access information should be sent by email to info@progressio-fourcentric.com

12. Our Commitment

We will ensure that:

- Consent is received from all stakeholders, contacts, colleagues, customers to hold personal data
- Data is current and accurate
- Data is not excessive or irrelevant
- Data is removed once the commercial requirement is ended
- Data is not used in ways that are unacceptable or unexpected by the person it is about
- Data is kept securely
- Data is deleted when the person exercises their right to be forgotten

13. Contact Information

For a copy of PROGRESSIO (FourCentric)' full Data Protection Policy, for any additional information or to raise a concern, you can email info@progressio-fourcentric.com.

You can also advise ICO if you are unhappy with how we have used your data:

The ICO's address: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Helpline number: 0303 123 1113 ICO website: <https://www.ico.org.uk>

Get In Touch: info@progressio-fourcentric.com

PROGRESSIO (FourCentric) Limited: 5th Floor Kings House, 174 Hammersmith Road, London, W6 7JP

Services: Headhunting, interim management within Operations, Procurement, Supply Chain, Sustainability, Strategy

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