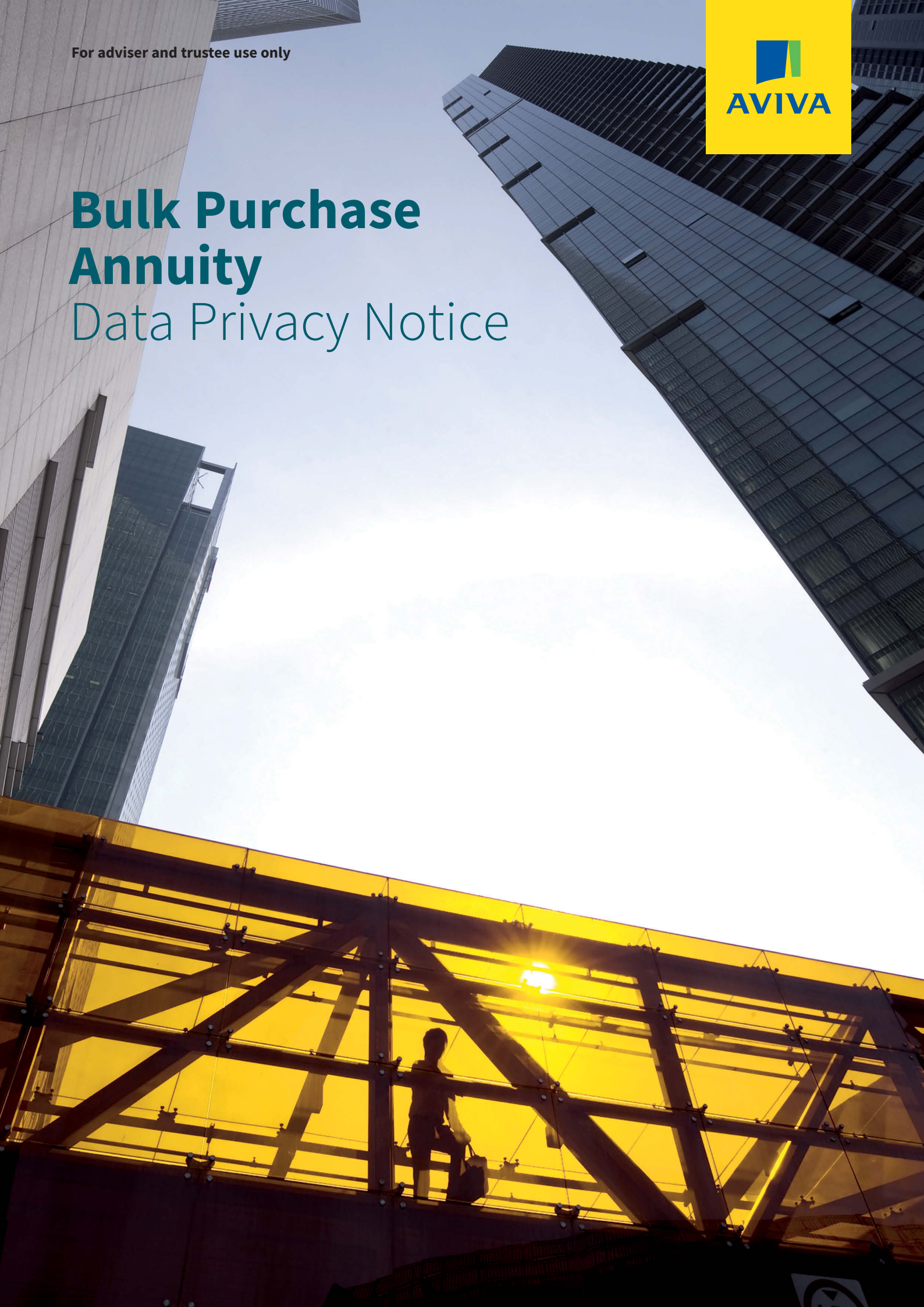


For adviser and trustee use only



# Bulk Purchase Annuity Data Privacy Notice



Aviva Life & Pensions UK Limited is the main company responsible for your Personal Information (known as the controller).

We collect and use Personal Information about you as a trustee, and your scheme members so that we can provide an insurance product to the trustees of the pension scheme. Personal Information means any information relating to you, your members, or another living individual who is identifiable by us. The type of Personal Information we collect and use will depend on our relationship with the individual and may include more general information (e.g. name, date of birth, contact details) or more sensitive information (e.g. details of the individual's health).

Some of the Personal Information we use may be provided to us by a third party. This may include information already held within the Aviva group, information we obtain from publicly available records, third parties and from industry databases, including fraud prevention agencies and databases. Where the individual is a member of an occupational or workplace pension scheme, or if they join a savings product through their employer, we may obtain information from, and share information with, the employer who set up their pension or savings product, the trustees of the pension and any third parties who are providing services to you or them.

This notice explains the most important aspects of how we use Personal Information, but you can get more information by viewing our full privacy policy at **[aviva.co.uk/privacypolicy](https://aviva.co.uk/privacypolicy)** or requesting a copy by writing to us at: The Data Protection Team, Aviva, PO Box 7684, Pitheavlis, Perth PH2 1JR. If you provide us with Personal Information about someone else, including if you are a trustee providing Personal Information about your scheme members or someone else, you should show them this notice.

We use Personal Information for a number of purposes including providing our products and services and for fraud prevention.

We also use profiling and other data analysis to understand our customers better, e.g. what kind of content or products would be of most interest, and to predict the likelihood of certain events arising, e.g. to assess risk or the likelihood of fraud.

We may sometimes make decisions using automated decision making. More information about this, including your right to request that certain automated decisions we make have human involvement, can be found in the "Automated Decision Making" section of our full privacy policy.

We may use Personal Information we hold about members across the Aviva group for marketing purposes, including sending marketing communications in accordance with their preferences. If any member wishes to amend their marketing preferences, they can contact us at: **[contactus@aviva.com](mailto:contactus@aviva.com)** or by writing to us at: Aviva, Freepost, Mailing Exclusion Team, Unit 5, Wanlip Road Ind Est, Syston, Leicester, LE7 1PD. More information about this can be found in the "Marketing" section of our full privacy policy.

Personal Information may be shared with other Aviva group companies and third parties (including service providers and regulatory and law enforcement bodies). We may also share Personal Information with reinsurers. Reinsurers will use member information to deal with reinsurance claims and to meet legal obligations. They will keep Personal Information for the period necessary for these purposes and may need to disclose it to other companies within their group, their agents and third party service providers, law enforcements and regulatory bodies. We may transfer Personal Information to countries outside of the UK but will always ensure appropriate safeguards are in place when doing so.

You and your members have certain data rights in relation to your Personal Information, including a right to access Personal Information, a right to correct inaccurate Personal Information and a right to erase or suspend our use of your Personal Information. These rights may also include a right to transfer Personal Information to another organisation, a right to object to our use of your Personal Information, a right to withdraw consent and a right to complain to the data protection regulator. These rights may only apply in certain circumstances and are subject to certain exemptions. You can find out more about these rights in the "Data Rights" section of our full privacy policy or by contacting us at **[dataprt@aviva.com](mailto:dataprt@aviva.com)**.

## Need this in a different format?

Please get in touch if you'd prefer this brochure (**SP07075**) in large font, braille or as audio.

## How to contact us

 0800 068 6800

 [contactus@aviva.com](mailto:contactus@aviva.com)

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