

# FMO Privacy Policy

This statement was last updated on 28<sup>th</sup> February 2008

## Who are FMO

FMO is a business that support drivers to maintain the skills, correct attitude and behaviours whilst out on the road.

## Our Commitment to Privacy

FMO is determined to protect your privacy. It is very important to us that you should be able to use and enjoy the FMO SMART Website without having to compromise your privacy.

## FMO answer your important questions

1. What information do you collect about me?

FMO are supplied with limited details by your employer in order to activate your secure user identification, these details are your First Name, Surname, and staff number which all form your secure login to the FMO SMART website. FMO also require your email address which is requested during your initial login to the web site.

Once you access the site each module will ask 10 pre and post knowledge questions, your results are displayed at the end of the module. Any incorrect answers are displayed with the correct answer, a percentage improvement is also displayed. Finally a certificate is stored as a PDF and can be printed for your records.

2. For what purposes do you collect and use this information?

FMO require your e-mail so they can contact you if you fail to complete all available modules within SMART, plus in order to provide seasonal safe driving information which will include a further development module, Seasonal Smart.

The pre and post knowledge score is required to determine the effectiveness of each module and your final score should reflect the knowledge gained by completing each module. This information will form the management information reports provided to your employer.

3. How private are my details?

FMO will keep your personal information confidential and will not disclose this information to any advertisers, trading partners and other commercial entities with whom we have or might have an association.

## Further information

If you require further information, wish to communicate with us about this Privacy Policy, or view the personal information FMO hold about you, please e-mail us at [admin@2fmo.com](mailto:admin@2fmo.com)

## Company and data protection information

FMO is registered in England and Wales under company number 4141891, whose registered office is 2a Ahed House Annexe, Sandbeds Trading Estate, Dewsbury Road, Ossett. Wakefield. West Yorkshire. WF5 9ND. VAT number: GB764434126.

Under the Data Protection Act 1998, FMO have a legal duty to protect any personal information we collect from you. Any queries or notices under the Data Protection Act should be addressed to the IT Director at the above address.