

## Housing Options Scotland's Privacy Policy

We take very good care of your personal information at HOS.

It is stored securely in our cloud based server and is fully encrypted.  
Our IT security is kept under constant review and is regularly updated.

We do not keep any paper records.

We never share your personal data with anyone unless you have specifically asked us to. If you do ask us to share your information we will firstly ask for your consent in writing.

We delete your personal information after 6 months or earlier if you ask us to.

You have the right to see the information we have about you at any time by emailing [info@housingoptionsscotland.org.uk](mailto:info@housingoptionsscotland.org.uk)