

Consent Procedure

1. Scope

Where the consent of the data subject is required for the processing of his or her personal data, it will be within the scope of this procedure and in accordance with GDPR.

Consent of the data subject means any freely given, specific, informed, and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.

2. Responsibilities

The data controller, Finance Expert Ltd is responsible under the GDPR for obtaining consent from the data subject under advisement from the Data Protection Officer.

3. Consent procedure

- 3.1 Finance Expert Ltd shall be able to demonstrate that the data subject has given explicit consent to the processing of his or her personal data either through a Data Subject Consent Form or other form of written permission, including e-mail.
- 3.2 The firm shall be able to demonstrate that the data subject has consented to the processing of his or her personal data for one or more specific purposes.
- 3.3 The firm shall be able to demonstrate that the data subject's consent is easily distinguishable from any other matter relating to the data subject.
- 3.4 The firm shall be able to demonstrate that the data subjects' consent is in an intelligible and easily accessible format using clear and plain language.
- 3.5 The firm shall be able to demonstrate that the data subject has been informed of their right to withdraw consent before giving consent (See Removal of Consent Procedure).
- 3.6 The firm shall be able to demonstrate that processing of data is limited to the contract bound by the explicit consent given by the data subject.

4. Child consent procedure

Finance Expert Ltd shall be able to demonstrate that, where the data subject has given explicit consent to the processing of his or her personal data, and the processing relates to a child under 13 years old, additional consent has been received by the person who is the holder of parental responsibility over the child (Parental Consent Form)

The firm shall be able to demonstrate that reasonable efforts have been made to establish the authenticity of the parental responsibility taking into consideration available technology.