



United Safety and Quality Council (USQC)

Privacy Policy

Document ID	USQC-POL-01	Revision	E
Effective Date	February 2026	Status	Approved
Owner	Quality Manager	Classification	Public

1. Purpose and Scope

The purpose of this Privacy Policy is to outline how the **United Safety and Quality Council (USQC)** collects, uses, protects, and manages personal data in accordance with its accreditation requirements under **ISO 17021, 17024, 17025, and 17065**. This policy applies to all personal information processed by USQC, including data from certification candidates, laboratory clients, and personnel across our global operations.

2. Commitment to Privacy and ESG

USQC is committed to the highest standards of data protection as part of its **Environmental, Social, and Governance (ESG)** framework. We recognize that protecting personal privacy is a fundamental social responsibility. Our governance structures ensure that data privacy is integrated into our core management systems, promoting transparency and ethical conduct in all certification, training, and testing activities.

3. Data Collection and Use

USQC collects personal data only when necessary for the provision of its services. This includes: - **Certification Services:** Name, contact details, professional experience, and examination results for candidates under ISO 17024 and ISO 17065. - **Laboratory Services:** Client contact information and technical data required for testing and calibration under ISO 17025. - **Training and Courses:** Registration details for classroom and distance learning certifications. - **Management Systems:** Personnel records and audit-related data for ISO 17021.

Data is used solely for the purpose of evaluating competence, performing technical assessments, maintaining certification records, and providing educational services.



4. Confidentiality and Security

In alignment with ISO requirements, USQC maintains strict confidentiality over all information obtained during the certification and testing process. - **Technical Security:** We employ robust encryption and access controls to protect digital records. - **Personnel Obligations:** All USQC staff and contractors are bound by legally enforceable confidentiality agreements. - **Data Retention:** Records are retained only for as long as necessary to meet regulatory and accreditation requirements.

5. Disclosure of Information

USQC does not disclose personal data to third parties without explicit consent, except where required by law or accreditation bodies (e.g., ANAB, IAS). When disclosure is legally required, the individual or organization concerned will be notified, unless prohibited by law.

6. Rights of Data Subjects

Individuals have the right to access their personal data held by USQC, request corrections, or withdraw consent where applicable. Requests should be directed to the USQC Quality Manager at admin@usqc.us.

7. Document Control

This document is a controlled record of the United Safety and Quality Council Integrated Management System. Any unauthorized reproduction or modification is prohibited.

Approved By	Date	Revision History
USQC Management Board	February 2026	Rev E - Updated for Full Name and Website Alignment.