

Data Retention Policy – Beaumont Wood

Our Data Retention policy is to review and refresh Personal Data on a cycle dependent on the purpose for which it is held as per the table below. This data will be reviewed on this cycle to determine its ongoing necessity and to ensure that it is still sufficiently accurate and up to date either through direct confirmation with the data subject or through non-intrusive third party verification.

Purpose	Refresh/Retention Period
Assessment	(1 year)
Board Search	(2 years)
Executive Search	(2 years)
CEO Succession/Succession Planning	(2 years)
Coaching	(2 years)
Consulting	(1 year)
Industry Mapping	(3 years)
Interim Appointments	(1 years)