



JENNOR

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workplaces

HS16 – Rev 00
GDPR Policy

General Data Protection Regulation (GDPR) May 2018

The new General Data Protection Regulation (GDPR) will apply from May 25th, 2018 which replaces the old Data Protection Act of 1998. GDPR has adopted the same basic principles as the older version, however they are now far more stringent in terms of accountability, with potentially severe penalties for non-compliance. Jennor UK Ltd have completed a full data audit and as a result we are now fully GDPR compliant.

As this new GDPR becomes law, we are contacting you to inform you that we do hold personal data such as, email addresses, bank information and business details. This information is securely stored on our company's IT system.

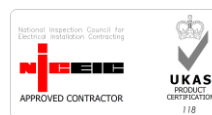
In order to continue business with both our customers and suppliers and to fulfil our contractual obligations with you and your company, it is necessary for us to hold this data. We will only hold and store the necessary data which you have provided e.g. contact name, site address, telephone numbers etc. we deem "necessary data" to be that required to conduct business legally. Jennor UK Ltd will not pass on any of your data or details to any other companies or third parties without express permission. However, at times your data may be viewed by our IT Support Company if a problem with software arises. They will not store your data and are providing their own GDPR compliant policy to us.

You have a right to request access your data, this is called making a Data Subject Access Request (DSAR) which you will be required to fill in. A reasonable administration fee will be chargeable.

GDPR allows the right to request the deletion or removal of your personal data if you feel that there is no compelling reason for its continued processing. Please contact us if you require data to be deleted.

Under GDPR you have the right to object to us processing personal data based on grounds relating to your particular situation. If you object to us processing your personal data, we will stop unless;

Jennor UK Ltd. Unit 3 Puma Court, Kings Business Park, Knowsley, L34 1PJ
t : 01744 730717 | f : 01744 759657 | w : www.jennor.co.uk



- a) There are compelling legitimate grounds for the processing which override your interests, rights of freedoms or,
- b) The processing is for exercise or defence of a legal claim.

You have the right to complain to the Information Commissioners Office (ICO) if you feel there is a problem with the way we are handling your data. Jennor is registered with the ICO.

Your information will be used to administer the business conducted between us and, as we take your privacy seriously, we will not share your information with any other company for marketing purposes without prior written consent.

On-going

We presume that you accept us holding this data and information and therefore no further action is necessary or required.

Please contact us in writing if you do not wish data to be held.

A copy of our GDPR data protection policy is available upon request.

If you require any further information or need to contact us in this regard, please use the information below:

CONTACT DETAILS – COMPANY DATA CONTROLLERS



Mr Chris Bland chris.bland@jennor.co.uk

Jennor UK Ltd

Unit 3 Puma Court,
Kings Business Park,
Knowsley,
L34 1PJ

Or;

Gail Connor-Bland gail.bland@jennor.co.uk

Dawn White dawn.white@jennor.co.uk

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