

Engineering Solutions GDPR Policy (May 2018)

Who . Engineering solutions is an engineering company ,we collect and process personal data to ensure smooth contact between us and our suppliers and customers.

What . We collect Company names addresses and contact details including email and telephone numbers

When . Customer and supplier details are passed to us on first contact and updated from time to time.

Why . We hold information to allow us to communicate with staff , customers & suppliers which constitutes a “legitimate interest” for the company.

How . Data collected is stored both electronically and manually. Electronically held data is stored on a password protected database only accessible to employees of Engineering Solutions or our trusted partners (Accountants and pension providers)

We will not pass on or sell personal data to any 3rd party without prior permission from the contact.

We will remove any personal data within 10 working days from all our systems once we have received a request to do so

Nick Wright ,Managing Director