

DMC Fire Risk Management Ltd

Privacy Policy Notice – General Data Protection Regulations (GDPR)

1. Introduction

1.1. DMC Fire Risk Management Ltd is committed to protecting your personal information and respecting your privacy.

1.2. This Privacy Notice sets out the basis on which any personal data that we collect from or about you, or that you provide to us, will be processed by us.

1.3. For the purpose of the General Data Protection Regulation [the GDPR], the data controller is Derek Castel (Director) on behalf of DMC Fire Risk Management Ltd.

1.4. We may update this Privacy Notice from time to time. Please check back regularly to see any updates or changes to this Notice.

2. Data Protection Contact

2.1. The contact details for our Director for any data protection queries are as follows:

2.1.1. Derekc Castel@gmail.com

2.1.2. 07963520138

3. Data Protection Principles

We will comply with data protection law. This says that the personal information we hold about you must be:

1. Used lawfully, fairly and in a transparent way.
2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
3. Relevant to the purposes we have told you about and limited only to those purposes.
4. Accurate and kept up to date.
5. Kept only as long as necessary for the purposes we have told you about.
6. Kept securely.

4. Particulars of processing

4.1. We will only process your information where it is necessary to support the legitimate interests of our business.

4.2 What information.

In order to provide you with our services we may collect some of the following information about you:

- Name (s)
- Name of business / employer
- Postal address of business / employer
- Contact telephone number
- Contact email address

5. Your rights as a data subject

5.1. The General Data Protection Regulation provides the following rights (subject to some exemptions):

5.1.1. The right to request access to the personal data that we hold about you;

5.1.2. The right to request rectification of the personal data that we hold about you;

5.1.3. The right to request erasure of the personal data that we hold about you;

5.1.4. The right to request restriction of processing about you;

5.1.5. The right to object to processing; and

5.1.6. The right to data portability.

If you wish to raise a complaint on how we have handled your personal data, you can contact our Director at the details above.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO) full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

6. How we will use information about you

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

1. Where we need to perform the contract we have entered into with you.
2. Where we need to comply with a legal obligation.
3. Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

We may also use your personal information in the following situations, which are likely to be rare:

1. Where we need to protect your interests (or someone else's interests).
2. Where it is needed in the public interest [or for official purposes].

7. Recipients of Data

7.1. We will not share your data with any third party unless instructed to do so.

8. Visitors to DMC Fire Risk Management Ltd Website– Cookie Policy

We currently do not use cookies on our website but will update this section should this situation changes.

9. Contact details

9.1. Please contact the Director above if you have any questions or concerns about personal data and privacy matters.

