

## **PRIVACY NOTICE**

DPSS Cabling Services are committed to holding only such personal data relating to our customers as we deem necessary to effectively deliver our services provided to them.

We understand that from time to time it will be necessary for you to supply us with personal information relating to your customers, suppliers and other organisations or entities – for example suppliers that can provide approved products. DPSS undertake to use information provided only in so far as it is required to deliver our services or by law. For the avoidance of doubt, this may include sharing this information with our clients/subcontractors/suppliers whom we are in contract with to provide our services, including but not limited to employment agencies/staff employed by us to undertake works.

In providing us with such information you are confirming that you have the consent of the person or entity to which it relates to share this information with us.

In all cases, we will take all reasonable and appropriate measures to ensure that the information provided:

- Is used only for the purpose for which it has been supplied
- Is held securely and only for as long as is necessary for effective delivery of our service
- Will not be shared with any other person or organisation other than as outlined above.

Is accessible, retrievable, correctable and removable throughout the period that it is retained.

D. A. Oates

**Managing Director**