



## **Privacy Statement to Customers and Suppliers**

### **Who we are.**

We are Precision Chains Limited, a manufacturing company registered in England with company number 00709436. Precision Chains Limited's registered address is; Ivanhoe Works, Clee Road, Dudley, West Midlands, DY2 0YG.

### **What Data we hold.**

We hold information that you share with us about your company, to carry out contractual work with you. Information about your company is treated with respect and used as appropriate to carry out the contractual job. Active order forms may be in process around the factory and company information such as name and address will be displayed, more important information however, such as bank details, remain in the office and are either stored on our secure network or in filing cabinets and access to such information is restricted to those who need it in line with their professional duties.

### **What we do with that Data.**

Processing is when Data is not simply stored, but is used to perform a task, or complete a process on behalf of the Data subject.

At least one lawful basis needs to apply whenever personal Data is being processed.

PCL will therefore process data based on one of the following;

- **Consent**  
The individual has given clear 'opt in' consent for their data to be processed
- **Contract**  
The processing is necessary for a contract of employment or a business contract
- **Legal obligation**  
The processing is necessary for you to comply with the law
- **Legitimate interests**  
The processing is necessary for your legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's personal data which overrides those legitimate interests

## **Your Rights**

All Data subjects, have the right to know if their data is being used, how it is being used and how it is being stored.

- **The right to be informed**  
You have the right to be informed about how your personal data is being used. The details should be clear about how your data will be used, such as through a Privacy Policy such as this one.
- **The right of access**  
You have the right to access your data to confirm what is being processed.
- **The right to rectification**  
You have the right to have information corrected (E.g. if it's inaccurate, out of date or incomplete).
- **The right to erasure**  
You have the right to be forgotten and the right to request to have your data removed when there is no reason to continue processing it (this would include third parties, where you no longer wanted to receive the service).
- **The right to restrict processing**  
You have the right to block or suppress the processing of your data. You could restrict data processing for different reasons, including:
  - if your data is inaccurate and processing should be restricted until accuracy is verified
  - if you do not want your data to be used
  - if it is no longer needed by the company but you required it to establish or defend a legal claim
- **The right to object**  
You have the right to object to your data being processed. This can include processing being based on legitimate interest (such as using a 3<sup>rd</sup> party service) or marketing (such as a being on a mailing list).

The rights above are for opt in Data processes, such as 3<sup>rd</sup> parties/newsletters/ additional services, they could not be used to impact data processing for legal and contractual processes, as this would be in breach of your contract of work with PCL.

## **Changes or updates**

Any updates to this document will be noted at the end of the document and shared via. email where appropriate. Please check our website frequently to see any updates or changes to our Privacy Statement.

## **Contact**

If you have any questions regarding this document, please contact PCL via email to; [info@precision-chains.com](mailto:info@precision-chains.com). For further information about the GDPR rules and guidelines, please visit [www.ico.org.uk](http://www.ico.org.uk).