

Data protection policy

It is I&P Engineering's legal responsibility to comply with the regulations and law surrounding the general data protection regulations (GDPR). It is also our company's policy to pursue and endeavor that every employee within our business is maintained with the protection of confidentiality regarding data held within the company.

The principle of this policy

The company will require to keep and hold certain information of every employee, customer, and supplier for financial and commercial reasons, and to enable us to monitor performance, to ensure legal compliance and to assure health and safety purposes.

To comply with the law the information must be collected and used fairly, stored fairly, and never to be shared or disclosed with any other person unlawfully.

This means that we must comply with GDPR principles set out, these principles require that personal data must be:

- Obtained fairly and lawfully and shall not be processed unless certain conditions are met.
- Obtained for specific and lawful purposes and not further processed in a manner incompatible with that purpose.
- Adequate, relevant, and excessive.
- Accurate and up to date.
- Kept on file no longer than necessary.
- Processed in accordance with data protection rights.
- Protected by appropriate security.
- Not transferred to any other country outside the UK without adequate protection.

In processing or using any other personal information, we must ensure that we always follow these principles.

Data protection controller

To ensure the compliance of this policy and its principles, the company will appoint the Managing Director Peter Spencer as the companies designated data protection controller.

All enquiries regarding this policy and holding personal information within the company should be directed to Peter Spencer.

If you have any concerns on our companies (GDPR) please direct them to peter.spencer@ipengineeringltd.co.uk