

RLP Surveyors Ltd

Data Privacy Notice – RLP WEBSITE

Version 1 – May 2018

1.0 INTRODUCTION & PROCESSING DATA:

RLP are required to handle personal data on our clients, partners, suppliers and employees within the requirements of the General Data Protection Regulation. When RLP process personal data we will provide information to that person, such as the company's identity and how we intend to use their information. This is outlined below.

2.0 RLP's IDENTITY:

Registered at companies house as: RLP Surveyors Ltd
Working within the construction industry offering surveying and building consultancy.

3.0 PURPOSE AND LEGAL BASIS:

RLP will only process personal data if there are legal grounds for doing so, either by Consent, Contract, Legal Obligation, Vital Interests, Public Task or Legitimate Interests. We only use them for the purposes of providing our Professional Services and we do not transfer them to anyone else, except in the course of our business. Your details are held securely and are managed properly, in line with our Data Protection Policy, which can be provided on request.

4.0 STATEMENT OF INTENT

RLP collects no personal information when individuals visit our web site unless they choose to provide this information to us. We do not collect personal information for any purpose other than to respond to the individual. We do not collect information for commercial marketing. We treat the information in accordance with the General Data Protection Regulations and RLP adhere to the rules for individual subject rights under the GDPR.

5.0 ACCESS LOGS & COOKIES

Our host web server collects and saves only the conventional information customarily logged by web server software. Specifically, for each access: the date and time, the originating IP address, the object (ie page, image, script, document, etc) requested, and whether or not that request was fulfilled by the server. We analyse these logs from time to time to monitor and assess the traffic patterns to our web site: the hits, the number of pages served, and the level of demand for pages of interest each month. This activity does not specifically identify people personally. To provide content of interest to our website users, we may link from our web site to other sites, and once that link is followed to another site the person will then be subject to the privacy policy of the new site.

6.0 INTELLECTUAL PROPERTY

The copyright on the company's website is owned by RLP Surveyors Ltd. No part of it may be reproduced, distributed, adapted, modified, republished, displayed, broadcast, hyperlinked, framed or transmitted in any manner or by any means or stored in an information retrieval system without the prior written permission of RLP Surveyors Ltd. Implied licence is granted to download, and print the materials on this website for personal, non-commercial use only provided that none of the material is modified by the website user and the website user retains all copyright notices contained in the material.

7.0 RETENTION PERIOD:

RLP's data retention periods are outlined in our Data Protection Policy, which is available upon request.

8.0 ACCESS TO YOUR PERSONAL INFORMATION

Individuals have the right to request a copy of the personal information held by RLP Surveyors Ltd about themselves and to have any inaccuracies corrected.

Please address requests to:

RLP Surveyors Ltd Company Secretary
St Luke's House
5 Walsworth Road,
Hitchin, Hertfordshire,
SG4 9SP

Or e-mail requests to: rlp@rlpsurveyors.co.uk

9.0 DATA PRIVACY POLICY

Full details of our Data Privacy Policy are available upon request.

10.0 DATA PROTECTION POLICY

Full details of our Data Protection Policy are available upon request.