

PRIVACY POLICY

1.0 PROTECTING YOUR PERSONAL DATA

- User privacy and data protection are our primary responsibility
- We have a duty of care to anyone accessing our website
- Your data will only be collected and processed when provided by you
- We will never sell, rent or otherwise distribute or make public your personal information

2.0 RELEVANT LEGISLATION

Along with our business process, this website is designed to comply with the following national and international legislation with regards to data protection and user privacy:

- UK Data Protection Act 1988 (DPA)
- EU Data Protection Directive 1995 (DPD)
- EU General Data Protection Regulation 2018 (GDPR)

3.0 PERSONAL INFORMATION THAT THIS WEBSITE COLLECTS AND WHY WE COLLECT IT

This website collects and uses personal information to provide relevant business advice and to interact with prospective clients.

3.1 Site visitation tracking

Like most websites, this site uses Google Analytics to track user interaction. We use this data to determine the number of people using our site, to better understand how they find and use our web pages and to see their journey through the website. Although both record data such as your geographical location, device, internet browser and operating system, none of this information personally identifies you to us.

Disabling cookies on your internet browser will stop Google from tracking any part of your visit to pages within this website.

3.2 Contact forms and email links

Should you choose to contact us using the contact form on our website or email us none of the data that you supply will be stored by this website or passed to / be processed by any of the third party data processors.



3.3 Email newsletter

If you choose to join our email newsletter, the email address that you submit to us will be stored in Google Docs on our internal computer systems.

Your email address will remain within our internal computer systems for email marketing or until you specifically request removal from the list. You can do this by unsubscribing by emailing info@bridgeprocurement.com.

If you are under 16 years of age you **MUST** obtain parental consent before joining our email newsletter.

4.0 HOW WE STORE YOUR PERSONAL INFORMATION

We only ever store personal data that you provide to us such as your name, email address and telephone number. All personal information is collected and stored as defined above.

You have the right to ask for a copy of any of your personal data held by us (where such data is held). Under the GDPR, no fee is payable and we will provide any and all information in response to your request free of charge. Please contact us for more details at info@bridgeprocurement.com.

5.0 DATA BREACHES

We will report any unlawful data breach of this website's database or the database(s) of any of our third party data processors to any and all relevant persons and authorities within 72 hours of the breach if it is apparent that personal data stored in an identifiable manner has been stolen.

