



PRIVACY STATEMENT

K. Lacey (E & D) Ltd (also trading as K Lacey Cables) take your privacy seriously.

Collection and use of Personal Data

We collect only personal data that you have supplied to us when using our website, being relevant to the business conducted to our two companies. This will include your name and contact details for you at your business organization, namely the business mailing address, e-mail address and phone number.

Depending on the nature of any correspondence or contract entered into will determine storage/retention times of this information which can be advised if requested.

Information collected may be used for the administration of and provision of goods and services. It may also be used to inform you of company news and marketing of other products and services offered that we think may be of interest to you. If you are unhappy with us sending you such information, please email us at sales@klaceycables.co.uk and request to be removed from our database.

Cookies and Data

When using our site, you agree to using cookies. These cookies are in place for tracking what you do on our site alone. Cookies are currently used to assist us in improving the functionality and layout of our website on different devices such as desktops, mobiles and tablets and also detect and track any errors during use of our site in order for these errors to be investigated.

You can manage or delete your cookie data in your browser settings.

GDPR Subject Access Requests

Under GDPR rules, you have the right to see any personal data that we hold about you, this is called a Subject Access Request.



PRIVACY STATEMENT

If you would like to request a copy of the data we hold about you, please send a written request to :

I.T Manager/Director

K. Lacey (E & D) Ltd Unit 4, Brookside Avenue Trading Estate, Rustington, West Sussex BN16 3LF

Sharing of Data

Please be assured that no data collected will be used to pass to third parties for marketing purposes and your personal information will not be sold, traded or rented to other companies.

We may share personal data with third party organisations for any of the following reasons:

- *If the law or a public authority says that we must share the personal data*
- *if we need to share the personal data in order to establish, exercise or defend our legal rights (this also covers providing the data to other parties for the purposes of preventing fraud and reducing credit risks)*

Protection of your Data

Your personal information is kept private and securely stored until such time for its disposal. The following safeguards have been put in place to secure data held by K. Lacey Ltd

- Access control to the building, restricted access area's within the building and tiered access to paper and electronic files.
- Password control measures for access, use and administration of systems dependant on roles and responsibilities.
- Password control measures for specific programmes and files.
- Computer System safeguards such as virus software, firewalls and data encryption.