

Privacy Policy and GDPR

This privacy policy sets out how Aquamatic Limited uses and protects any information that you provide when you use this website and/or have any business dealings with us.

In accordance with the latest General Data Protection Regulations (GDPR), Aquamatic Ltd have made some updates to company policies and procedures regarding the handling and processing of any individual's data.

Aquamatic Ltd is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, or in any other dealings that you have with us, then you can be assured that it will only be used in accordance with this privacy statement and will always be used in accordance with GDPR.

Aquamatic Ltd may change this privacy policy from time to time by updating this page. You should regularly check this page to ensure that you are happy with any changes. This current revision of the privacy policy became effective from May 2018.

What we collect: Through our website we may collect statistical information about the number of people accessing our site, the day and time of each visit and refer to the pages you have accessed if you have followed a link from another website to reach this site. This information is used to monitor our effectiveness in promoting the site, and to monitor the site's usefulness.

In addition, personally identifiable information is collected in a number of ways:

- 1 - If you complete one of the online response forms on the website. Any information provided on these forms is sent directly to staff at Aquamatic Ltd who will use the information to provide a response to your enquiry.
 - 2 – If you send us an enquiry or purchase order via telephone, email, social media, or any other method of communication. This information will be used by staff at Aquamatic Ltd to provide a response to your enquiry.
 - 3 – If you provide your contact details at an exhibition/trade-show or in person during a business meeting. This information will be used by staff at Aquamatic Ltd to provide a response to your enquiry.
 - 4 – If you visit our premises we may collect and temporarily store your image on CCTV
- Aquamatic Ltd will ensure that this information is collected, stored and processed in accordance with current data protection regulations at all times.

Your information is not used for any other purpose within Aquamatic Ltd, and no individual's data is ever passed on to any third party unless required for the purposes of providing our business services to you. An example would be where certain individual's information is passed to a third party courier company strictly for the purposes of delivering an order to you.

Any third parties that Aquamatic Ltd passes individual's data to for the aforementioned business purposes, have been assessed and confirmed as being GDPR compliant.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place relevant physical, electronic and managerial procedures to safeguard and secure all individual's data that is held by Aquamatic Limited. In accordance with GDPR if Aquamatic Ltd discovers a significant data breach this will be reported to the Information Commissioner's Office (ICO) within 72 hours.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over other websites and their content. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal information

In accordance with the General Data Protection Regulations we will not sell, distribute or lease your personal information to third parties unless we have your clear consent or are required by law to do so.

Personally identifiable information which has been provided to Aquamatic Ltd will be held and processed in accordance with GDPR at all times. Aquamatic Ltd stores and processes this data under the legal basis of

Legitimate Interest, enabling us to provide equipment and ongoing business services to you. You may request details of personal information which we hold about you under the General Data Protection Regulations. A small administration fee may be payable. If you would like a copy of the information held on you please write to:

Data Protection Officer

Aquamatic Ltd
Irlam Business Centre
Soapstone Way
Irlam
Manchester
M44 6GP

Or email: DPO@aquamaticsamplers.com

If you believe that any information we are holding on you is incorrect or incomplete, please write to us or fill out our online contact form as soon as possible. We will promptly correct any information found to be incorrect. In accordance with GDPR an individual has the right to be forgotten, and you can request Aquamatic Ltd removes your data from our systems, unless there is a statutory and/or legal reason for this data to be retained. If you exercise this right to be forgotten, Aquamatic Ltd will remove your personally identifiable information from our systems, however this will result in an inability to contact you in the future should there be a compelling reason to do so, such as a recommended update to the equipment you have purchased from us, for example.

Staff Training

Only employees who have a specific need to access individual's personally identifiable data are permitted to view or process data. Aquamatic Ltd provides ongoing data protection training to these employees.