



Re-Gen (M&E Services) Ltd

Complete Mechanical & Electrical Solutions

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📱 01277 637 590

@ enquiries@re-genuk.com

🏠 www.re-genmandeservices.com

UNIT 4, GUILDPRIME BUSINESS CENTRE
SOUTHEND ROAD, BILLERICAY
ESSEX CM11 2PZ

Privacy Notice

The purpose of this privacy notice is to outline the personal data that we, Re-Gen (UK) Construction Ltd, hold about you and to notify you of how that data is used and your rights under the General Data Protection Regulation (GDPR).



For the purpose of the GDPR 2018, the data controller is Re-Gen (UK) Construction Ltd.

The personal information we collect about you can include:



- Data relating to your identity (Name, title)
- Contact details (Address, telephone numbers, email addresses)



We use this information to:

- Provide you with services that you have requested
- Contact you in relation to your account



Payment information:

As a client / supplier you may have provided us with your company payment details. These are kept within our online banking facility and accounts package, which are protected with password security. Any paper copies will be kept in a locked cupboard.



Lawful basis for processing:

We process personal information on our customers to fulfil our contractual obligations to them, the processing of this personal information is necessary to provide you with the services you require.



Who we share your data with:

We do not broker or pass on information gained from your engagement with us without your consent. However, we may disclose your Personal Information to meet legal obligations, regulations or valid governmental request.





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Retention Policy:

Contact information is kept for the duration of the contract and for 5 years after the account is closed. After this time any personal data not needed will be deleted.



Your Rights under the General Data Protection Act

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling



For more information on your rights under GDPR Act visit <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>



Complaints

You have the right to make a complaint to the relevant supervisory authority which is the Information Commissioner's Office (ICO) if you think your personal information has been handled incorrectly.



Contact us

If you require further information or have any questions regarding the Privacy Notice, then please email Group Data Protection Officer accounts@re-genuk.com, or call us on 01277 630101, or write to us at:



Data Protection Officer
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Re-Gen (UK) Construction Ltd
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