



GDPR

NOTICE REGARDING PERSONAL DETAILS EXCHANGED AS PART OF OUR TRADING RELATIONSHIP

As you will be aware, the General Data Protection Regulation (GDPR) came into force on the 25th May 2018. As one of your suppliers, we process personal data you provide to us, and you may collect personal data about our employees or sub-contractors. All the personal data our companies hold, exchange or otherwise process is affected by GDPR.

PERSONAL DATA HELD BY US

Harrowden Turf acts as a data controller over information necessary to maintain our business relationship. This information includes contact details of you and your employees, banking and billing information, correspondence between us and your company, and other types of personal data included in our Privacy Policy. We use different legal bases for processing different categories of personal data. For information on how we process this data, and the legal bases we use for this purpose, see our Privacy Policy which is attached to this letter, and available on request.

In some situations, you may provide us with personal information for which you are the data controller and ask us to process this data on your behalf. For example, you may provide us with the name and address of your customer and ask us to make a delivery to them. As well as processing the data for the purposes you request, we may process the data for other purposes such as determining order patterns or improving our service offering. In the course of carrying out requests from you, we may need collect more personal data from your customers, such as a signature on a proof of delivery.

We may pass personal details to third parties or allow third parties to access your data, but only when specifically required by us. For more details, please see our Privacy Policy. We have agreements with all our suppliers and third parties who may access the personal data you provide to keep your data secure and only to process it for agreed purposes.

You should make the subjects of any personal data you provide to us aware that you are passing on their personal data, and the purposes for which you are providing their information to us.

Data subjects have many rights regarding the data held about them including a right to ensure that the information held about them is correct and up-to-date, request a copy of the information held about them and have the information held about them deleted. Where a request by a data subject leads to a restriction of processing or erasure which prevents us from maintaining our business relationship or fulfilling contractual obligations, we may request alternative information be provided which will also be covered by our Privacy Policy.

PERSONAL DATA HELD BY YOU

As part of our business relationship, we expect you will hold contact details and other personal information about our employees. We consider you to be the data controller in respect of this information and other information you collect from us. You should not pass personal information collected from or relating to Harrowden Turf to third parties without notifying the affected data subjects.

As required under UK law, we expect you to abide by the GDPR and act accordingly if any of the data subjects about whom you hold personal data exercise any of their rights under the same.

