

## **GDPR PRIVACY POLICY**

Whilst carrying out our business, Amber Construction collects personal data from clients, residents' sub-contractors and private enquires, enabling us to provide the requested contractual services. We are committed to protecting the privacy of all those we collect data from.

# Personal Data Collected by Amber, party's privy to that data and parties we share the data with.

Please see table below.

### **Data Storage**

Data is stored securely on a server at our premises and backed up to an external data storage site. We employ a specialist external company to take care of our data security and data access rights.

#### **Data Retention**

We will not keep your personal data for longer than is necessary for the purpose. This means that data will be destroyed or erased from our systems when it is no longer required.

#### **Destruction of Personal Data**

Data is destroyed via a confidential data shredding service.

#### Access to Personal Data

Individuals have the right to have their personal data erased as long as there is no legitimate reason for us to keep it.

If you have any queries about the way we look after your data, please use the contact us page on this website to file your query.

Signed: 51

Dated: 25th April 2025

Bill Watts Managing Director