

Personal Data

Under the EU's General Data Protection Regulation (GDPR) personal data is defined as:

“any information relating to an identified or identifiable natural person otherwise known as data subject. This is an identifiable natural person who can be identified, directly or indirectly, in particular by reference to an identifier such as name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person”

How we use your information

This privacy notice tells you how we, Blackvein Circuits Ltd will collect and use your personal data for the purposes of fulfilment of contractual requirements, legal obligations or marketing purposes.

Why does Blackvein Circuits need to collect and store personal data?

In order for us to provide you with a service, we need to collect personal data for the purpose of fulfilling our contractual obligations to yourself and any legal obligations to which Blackvein Circuits, the controller of your data is subject. In any event, we are committed to ensuring that the information we collect and use is appropriate for these purposes, and does not constitute an invasion of your privacy. In terms of being contracted for marketing purposes, Blackvein Circuits Ltd would contract you or would have obtained explicit consent.

Will Blackvein Circuits Ltd share my personal data with anyone else?

We may pass your personal data onto third-party service providers contracted to Blackvein Circuits in the course of dealing with you. Any third parties that we may share your data with are obliged to keep your details securely, and to use them only to fulfil our obligation to you, the data subject. When they no longer need your data to fulfil this service, they will dispose of the details in line with Blackvein Circuits Ltd procedures. Any transfer of personal data outside of the EU or EEA (European Economic Area) will be subject to safeguards and model contract clauses providing your data with security.

If we wish to pass your sensitive personal data onto a third party we will only do so once we have obtained your consent, unless we are legally required to do otherwise.

How will Blackvein Circuits use the personal data it collects about me?

Blackvein Circuits will process (Collect, store and use) the information you provide in a manner compatible with the EU's General Data Protection Regulation (GDPR). We will endeavour to keep your information accurate and up to date, and not keep it for longer than is necessary. Blackvein Circuits is required to retain information in accordance with the law, such as information needed for income tax and audit purposes. How long certain kinds of data should be kept may also be governed by specific business-sector requirements and agreed practices. Personal data may be held in addition to these periods depending on individual business needs.

Under what circumstances will Blackvein Circuits contact me?

Our aim is not to be intrusive, and we undertake not to ask irrelevant or unnecessary questions. Moreover, the information you provide will be subject to rigorous measures and procedures to minimize the risk of unauthorized access or disclosure.

Can I find out about the personal data that Blackvein Circuits holds about me?

Blackvein Circuits at your request, can confirm what information we hold about you and how it is processed. If Blackvein Circuits does hold personal data about you, you can request the following information:

- Identity and the contact details of the person or organisation that has determined how and why to process your data.
- Contact details of the data protection officer.
- The purpose for processing as well as the legal basis for processing.
- If the processing is based on the legitimate interests of Blackvein Circuits or a third party, information about those interests.
- The categories or personal data collected, stored and processed.
- Recipients or categories of recipients that the data will be disclosed to.
- If we intend to transfer the personal data to a third country or international organisation, information about how we ensure this is done securely. The EU has

approved sending personal data to some countries because they meet a minimum standard of data protection. In other cases, we will ensure there are specific measures in place to secure your information.

- The source of any personal information if it wasn't collected directly from you.
- Any details and information or automated decision making, such as profiling and any meaningful information about the logic involved, as well as the significance and expected consequences of such processing.

What forms of ID will I need to provide in order to access this?

If a request for information is received, Blackvein Circuits will need to prove the identity of the request. This can be done by providing any of the following forms of ID:

- Passport
- Driving License
- Utility Bill (from the past 3 months)

What are my rights as a Data Subject?

- Right of Access – you have the right to request a copy of the information that we hold about you.
- Right to Rectification – you have the right to correct data that we hold about you that is inaccurate or incomplete.
- Right to be Forgotten – in certain circumstances you can ask for the data we hold about you to be erased from our records.
- Right to Restrict Processing – where certain conditions apply to have a right to restrict the processing.
- Right of portability – you have the right to have data we hold about you transferred to another organisation.
- Right to object – you have the right to object to certain types of processing such as direct marketing.
- Right to object to automated processing, including profiling – you also have the right to subject to the legal effects of automated processing or profiling.
- Right to judicial review – In the event that Blackvein Circuits refuses your request under rights of access, we will provide you with a reason as to why.