



PPFL GROUP OF COMPANIES

GENERAL DATA PROTECTION REGULATION

In order to comply with the General Data Protection Regulations (GDPR) which came into force on the 25th May 2018, we are required to inform you as to what data we collect and how it is processed and handled once we receive it.

In order to provide our services, we currently hold the following information:

- Company names and addresses
- Individual employee names and titles
- Contact phone numbers
- Email addresses
- Bank Details where applicable for accounting purposes

We gather this data from incoming enquiries, ongoing contracts, new clients, suppliers, consultants and subcontractors.

This data is processed onto our system, and regularly backed up and stored in a secure location off site. The system security protection is provided by a Next Generation security appliance alongside Endpoint Protection and Ransomware protection for all Servers and networking equipment. With Real time monitoring and updates Internet, Virus and Malware threats are managed and contained.

Your information will only be used for legitimate business purposes. We will not transmit your information to other parties unless it is required to fulfil contracted works. All data disclosures will only be relevant to the particular requirements of the contract works. This information will be handled in accordance with the guidelines of the GDPR and again will only be relevant to the requirements of providing our services.

Our customers are not required to do anything. If, however, you wish to be removed from our mailing list at any time, simply contact us by email sales@pp-films.com or phone **01606 782960**.

We endeavour to try and only send relevant information that we think you might benefit from or be interested in.

If you would like to see the information we hold about yourself and your company, then please email sales@pp-films.com and we will respond to you as soon as possible.

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