

GDPR - Suppliers

PRIVACY NOTICE TO SUPPLIER REPRESENTATIVES

In connection with the entry into force of the EU General Data Protection Regulation (GDPR), we would like to inform you about the processing of your personal data. As the representative of one of our suppliers we have and will collect Personal Data about you. This notice explains how Dunstan Thomas Group Limited (“we” or “DTG”), respects your privacy and protects the Personal Data we process about you. All processing of Personal Data (as defined below) is made in accordance with the General Data Protection Regulation and other applicable law. This privacy notice describes how we collect, process and share your Personal Data.

What Personal Data will be processed?

DTG has and will collect and process information about you as the representative of one of our suppliers: your name, date of birth, email address, title (Mr., Mrs., Ms.), position within the supplier company, telephone number, fax number, name of the supplier company that you represent, history of invites to our events and a communication log. The information set out in this section is referred to as your “Personal Data”. The Personal Data is collected from you directly. We may also collect Personal Data about you from other DTG companies.

What is the purpose of processing your Personal Data?

The processing of your Personal Data is necessary for the administration of the supplier relationship. We may also process your Personal Data for business relationship purposes, such as contacting you with invites to events that you might be interested in.

What is the legal basis for processing your Personal Data?

The processing of your Personal Data for the administration of our supplier relationship and for event invites is based on our legitimate interest.

The interest to administrate our supplier relationship and to contact you with relevant event invites is considered legitimate based on (i) processing of your personal data being crucial for the fulfilment of the contract with the supplier company, for our business relationship and for the business of DTG, (ii) that you are acting in your professional capacity and (iii) that personal data is kept to a minimum.

If you are a sole trader, the processing of your Personal Data for managing orders and handling invoices are based on fulfilment of the agreement between us and you as a sole trader.

Who has access to your Personal Data?

We have implemented appropriate technical and organisational measures to protect your Personal Data against loss or unlawful access etc. The number of persons with access to your Personal Data is limited. Only individuals associated with DTG that need to process your Personal Data in accordance with the purposes above will have access to your Personal Data.

We may share your Personal Data with other DTG entities for the purposes set out in this notice. We will share your Personal Data with suppliers and partners that carry out services on our behalf. Our suppliers are changed from time to time but include IT-supplier and sub-suppliers that carry out certain service and

maintenance and with whom you may need to coordinate. We do not transfer your Personal Data to a recipient located outside the EU/EEA without informing you and ensuring adequate safeguards in accordance with EU data protection regulation.

For how long is your Personal Data stored?

Your Personal Data that is processed for the administration of our supplier relationship will be stored until our supplier relationship ceases. The Personal Data is erased earlier if you cease to represent the supplier company. In such case we will store your Personal Data for up to two years following the date when you ceased to represent the supplier company.

Your Personal Data that is processed for business relationship purposes, such as sending invites to relevant events, will be processed for such purpose until you unsubscribe or object to such processing by contacting us at info@dthomas.co.uk. If you unsubscribe or object, we will store your name and contact details in order to ensure that we respect such opt-out or objection.

Please note that your Personal Data will be stored for a longer period than the mentioned above if it is required by applicable laws, such as for accounting purposes.

What are your rights?

Dunstan Thomas Group Limited, reg. no. 8160246, Dunstan Thomas Holdings Limited, reg. no. 3957367, Dunstan Thomas Energy Limited, reg. no. 8163038, Dunstan Thomas Consulting Limited, reg. no. 8162530 and Surya Solutions Limited, reg. no. 6206371 with address Building 3000, Lakeside North Harbour, Portsmouth PO6 3EN and Digital Keystone Limited, reg. no. 6245391 with address Iveco House, Station Road, Watford, Hertfordshire, WD17 1ET are the controllers of the processing of your Personal Data. This means that we are responsible for your Personal Data being processed correctly and in accordance with applicable laws.

You are entitled to know what Personal Data we are processing regarding you, and you can request a copy of such data. You are entitled to have incorrect Personal Data regarding you corrected, and in some cases you may request that we delete your Personal Data (if, for example, the Personal Data is no longer necessary for the purpose for which it was collected). You also have the right to object to certain processing of your Personal Data (such as direct marketing), and request that the processing of your Personal Data be limited. Please note that limitation or deletion of your Personal Data may result in us not being able to fulfil our commitments. You are also entitled to extract your Personal Data in a machine-readable format and to transfer the Personal Data to another controller.

If you have questions regarding how we process Personal Data concerning you, you are welcome to contact us at info@dthomas.co.uk or by mail to the address above.

If you have any objections or complaints with the way we process your Personal Data, you have the right to lodge a complaint with the local data protection supervisory authority.