

GDPR Policy



To comply with the new 'General Data Protection Regulation' which came into force in May 2018, Ro-Bal Steel Fabrication Ltd requests the consent of all employees to hold HR personal data and H&S training data. We will ensure we only collect enough data to achieve this purpose but not more that is needed. Personal data must be accurate and kept up to date and all inaccurate or outdate data is deleted or amended by Ro-Bal Steel, and we take 'every reasonable step' to comply with the principle.

Under the GDPR, all personal data is protected against unauthorised access, using appropriate organisational and technical measures. This goes to the heart of protecting the privacy of employees, and is reviewed on a regular basis to ensure it is working effectively and we can demonstrate compliance with the principles.

Site personal data such as CSCS cards, SSSTS & H&S training records are shared with customers only and when requested by them, and solely for the purpose of site access and H&S compliance.

Supplier and Customer information is held within our accounts system, and not shared with anyone inside or outside the business. We have the following information stored securely in the system: - name, address, email, telephone, company number, vat number, utr number, bank details. This information is stored securely and only accessed using a secure password.

This policy is reviewed annually.

Signed:-

A handwritten signature in black ink, appearing to be 'R. Balzi', written over a white background.

Date:- 21st February 2019

R. Balzi (NEBOSH) –Managing Director

Telephone:- 0191 512 1808