



May 2018

General Data Protection Regulation (GDPR) Statement

GDPR

This will become law on 25th May 2018 and will impact how Personal Data is collected, stored and processed by Companies. We have undertaken an audit of our systems and processes to verify that we meet the new standards.

Data

Personal Data refers to any information, or expression of opinion, that may allow an individual to be identified, for example, their name, address, gender etc. The term data refers to any digital, automated data or manual information gathered by a company.

Our use of Data

Your data will be used to complete the work that you have contracted us to undertake and comply with legal obligations. Property data is retained on our systems in order to maintain minimum service levels required in carrying out professional survey and valuation work. Your personal data will never be passed on to third parties unless you have specifically requested us to do so.

How do we store data

Our file records are held electronically in digital format on a server for a minimum of six years, backed up to cloud services, accessible from password protected computers that are maintained by industry specialists. The data is not used for any other purpose other than the original purpose under which the Personal Data was originally collected.

We have adopted confidentiality and data protection policies in relation to your data which all staff must adhere to and acknowledge annually.

Should you require any further information in relation to GDPR please contact the office on 0333 3055835, or send an email to: info@empsonsurveyors.co.uk