

A N Fabrications Ltd

Privacy Policy – 1/9/23

Our contact details

Name: Rebecca Bolger

Address: The Old Airfield Hospital, Town Lane, Brockford, IP14 5NF

Phone Number: 01449767821

E-mail: office@anfab.co.uk

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)
- Order history

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Placing an order for our products or services
- Using our website via your browsers cookies
- Completing customer surveys or direct contact via email.

We use the information that you have given us in order to

- Process and liaise with you over your orders, manage your account.
- Email you with any special offers or services we think you might like.

We may share this information with any partner organisations i.e Credit agencies, legal advisors if there are any disputes.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting Rebecca Bolger

(b) We have a contractual obligation.

(c) We have a legal obligation.

(d) We have a vital interest.

(e) We have a legitimate interest.

How we store your personal information

Your information is securely stored. When you place an order through us we will maintain your Order Information for our records unless and until you ask us to delete this information – which of course you can do at any time.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at office@anfab.co.uk if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at office@anfab.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>