

VSMPO Tirus Ltd. The I.O Centre, Unit 12, Nash Road, Redditch, Worcestershire, B98 7AS

## **External Privacy Notice VSMPO Tirus Limited**

This privacy notice applies to external partners of VSMPO Tirus Limited. We will process personal data consistent with our obligations and your rights under the “GDPR” General Data Protection Regulations (EU Regulation 2016/697).

### **1. Information about VSMPO Tirus Limited being the controller of data**

VSMPO Tirus Limited, Unit 12, The I.O. Centre, Nash Road, Redditch. B98 7AS

Contact person: Mr Paul Lombardelli (Data Protection Officer)

Contact data: 01527 514 111 or via email [paull@vsmopotirus.com](mailto:paull@vsmopotirus.com)

### **2. What is covered by this privacy notice?**

How we process your personal data, the legal basis for processing such data and your rights.

### **3. What is personal data & what data is processed?**

Personal data is any information that enables you to be identified.

Personal data processed by VSMPO Tirus Limited covers your name, contact details, work address, and any other details required for business purposes.

### **4. What are your rights?**

Under GDPR, you have the following rights which we will always work to uphold:

- a) The right to be informed about our collection, reception and use of your personal data.
- b) The right to access the personal data we hold about you
- c) The right to have your personal data rectified if any of your personal data held by us is inaccurate or incomplete.
- d) The right to be forgotten
- e) The right to restrict (i.e. prevent) the processing of your personal data.
- f) The right to object to us using your personal data for a particular purpose or purposes.
- g) The right to data portability
- h) Rights relating to automated decision-making and profiling

You have the right to complaint to the ICO if required, who can be contacted at [www.ico.org.uk](http://www.ico.org.uk)

### **5. How does VSMPO Tirus Limited use your personal data?**

GDPR requires that controllers/ processors have a lawful basis for using personal data. In our case, the prevalent legal basis is the exercise of our contracts, orders or other business agreements.

### **6. How long will VSMPO Tirus Limited keep your personal data?**

We will not keep your personal data for any longer than is necessary. Your personal data will therefore be kept as long as VSMPO Tirus Limited is obliged to archive the corresponding documents bearing your personal data as required by the final customer, the commercial, tax or customs authorities.



VSMPO Tirus Ltd. The I.O Centre, Unit 12, Nash Road, Redditch, Worcestershire, B98 7AS

**7. How and where does VSMPO Tirus Limited store your personal data? Is it shared or transferred?**

Personal information will be stored within our IT system and physically on our business premises. A wide range of security options is used to keep data secure.

If data is shared with group companies, we have taken additional steps to ensure that data is held with the same amount of safety & security.

**8. How can you access your personal data “subject access request”?**

You can ask in writing for details of your personal data, the category of documents they are in, and if necessary and applicable a copy. We have the right to request a £10 fee for administration. We will respond to your subject access request within 40 calendar days, as mandated by the ICO.

VSMPO Tirus Limited, May 2018