



Unit 15, Saxon Way East, Oakley Hay Industrial Estate, Corby, NN18 9EX

General Data Protection Regulation (GDPR) Customer and Supplier Policy

Introduction

Jayplas, the registered trademark and the trading name J. & A. Young (Leicester) Ltd. are committed to being transparent about how we collect and use the Personal Data of our Employees, our customers, our suppliers, and members of the public and to meeting our data protection obligations pursuant to the General Data Protection Regulation (GDPR) which came into effect in the United Kingdom (UK) on 25 May 2018.

Policy

Scope and Effective Date

This policy applies to Jayplas Customers and suppliers and is in addition to Jayplas Employees, Workers, and Contractors Data Protection Policy. The effective date of this policy is 25th May 2018.

Review of this statement

This Privacy Policy Statement was last updated 4th April 2023. We reserve the right to update and change this Privacy policy Statement from time to time in order to reflect any changes to the way in which we process your personal data or changes in legal requirements pursuant to the General Data Protection Regulation (GDPR).

In case of any such changes, we will post the changed Privacy Policy Statement on our website or publish by other means, The changes will take effect as soon as they are posted on this website or other means.

Privacy Notices and Privacy Statement

Jayplas, as a business which holds personal data, are legally obliged to inform you in writing of what data we hold for you in our company records and how we will / will not use it.

The data is what we hold on file for you is as below;

- Company Name / Trading Name;
- Delivery / Invoice Address;
- Contact Names and Telephone / Fax Numbers;
- Various Email Addresses;
- VAT Number / Bank account Details;
- Company registration number;
- Account Activity / Invoice Activity.



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The data we have on file relating to your business in our company records is for use relating purely for general communication purposes and to facilitate and maintain our business relationship with your company.

Jayplas, will never share, pass on or sell your information without your permission, unless required by persons/companies with legal rights to access Personal Data, including, as the case may be, law enforcement agencies, intelligence services, competent administrative and regulatory authorities, and persons with validly issued subpoenas, warrants, or other forms of legal process.

ACCESS TO DATA

Our customers and suppliers have a right to access the data that we hold on them. To exercise this right, they should make a Subject Access Request. We will comply with the request without delay, and within one month unless, in accordance with legislation, we decide that an extension is required. Those who make a request will be kept fully informed of any decision to extend the time limit. No charge will be made for complying with a request unless the request is manifestly unfounded, excessive, or repetitive, or unless a request is made for duplicate copies to be provided to parties other than the employee making the request. In these circumstances, a reasonable charge will be applied.

If you have any queries at all about the information that we hold, then please don't hesitate to contact the Company Group Compliancy manager.