

Privacy Policy for

Barnes Associates Ltd

And Tree Diagnostics, which is a trading name of Barnes Associates Ltd

Our contact details

Name: Mrs Sue Barnes – Director and Data Controller

Address: Unit 1 Foundry Yard, New Row, Boroughbridge, YO51 9AX

Phone Number: 01423 322371

E-mail: info@barnesassociates.co.uk - General

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics, for example, name, address, email, Telephone contact details.

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:

- Fee proposals, Sales, Technical enquiries.

We also receive personal information indirectly, from the following sources in the following scenarios:

- Fakopp enterprises - for UK training and supply of equipment for UK based clients.
- We use the information that you have given us in order to provide fee proposals, support and technical advice.

Under the General Data Protection Regulation (GDPR), the lawful basis 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 Mrs Sue Barnes email info@barnesassociates.co.uk with GDPR in the subject line.)

(b) We have a contractual obligation.

(c) We have a legal obligation.

(d) We have a vital interest.

(e) We have a warranty liability.

How we store your personal information

Your information is securely stored.

We keep your data for six years. We will then dispose of your information by secure method and within all our backup data systems.

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 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 info@barnesassociates.co.uk or write to us at Unit 1 Foundry Yard, New Row, Boroughbridge, YO51 9AX 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 Barnes Associates Ltd, Unit 1 Foundry Yard, New Row, Boroughbridge, YO51 9AX.

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>



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Registered in England and Wales