

Privacy Policy

Last Updated July 2024

This Privacy Notice for G-Tech Engineering Limited ('WE', 'US' or 'OUR') describes how and why we might collect, store, use, and/or share ('process') your information when you use our services such as when you:

- Visit our website at gtechengineeringlimited.co.uk, or any website of ours that links to this privacy notice
- Engage with us in other related ways, including any sales, marketing, or events

Questions or Concerns?

Reading this privacy notice will help you understand your privacy rights and choices. If you do not agree with our policies and practices, please do not use our services.

If you have any questions or concerns, please contact us at Gavin@g-techeng.co.uk.

Summary of key points

This summary provides key points from our privacy notice, but you can find out more details about any of these topics by using the Table of contents found Below to find the section you are looking for.

What personal information do we Process? When you visit, use, or navigate our services, we may process personal information depending on how you interact with us and the services, the choices you make, and the product and features you use.

Do we process any sensitive personal information? We do not process sensitive personal information.

Do we collect any information from third parties?

We do not collect information from third parties.

How do we process your information? We process your information to provide, improve, and administer our services, communicate with you, for security and fraud prevention, and to comply with law. We may also process your information for other purposes with your consent. We process your information only when we have a valid legal reason to do so.

In what situations and with which parties do we share your information?

We may share information in specific situations and with specific third parties.

How do we keep your information safe? We have organisational and technical processes and procedure in place to protect your personal information. However, no electronic transmission over the internet or information storage technology can be guaranteed to be 100% secure, so we cannot promise or guarantee that hackers, cybercriminals, or other unauthorised third parties will not be able to defeat our security and improperly collect, access, steal or modify your information.

What are your rights? Depending on where you are located geographically, the applicable privacy law may mean you have certain rights regarding your personal information.

How do you exercise your rights? The easiest way to exercise your rights is by submitting a data subject access request, or by contacting us. We will consider and act upon any request in accordance with applicable data protection laws.

Table of contents

1. WHAT LEGAL BASES DO WE RELY ON TO PROCESS YOUR PERSONAL INFORMATION?
2. WHEN AND WITH WHOM DO WE SHARE YOUR PERSONAL INFORMATION?
3. HOW LONG DO WE KEEP YOUR INFORMATION?
4. HOW DO WE KEEP YOUR INFORMATION SAFE?
5. DO WE COLLECT INFORMATION FROM MINORS?
6. WHAT ARE YOUR PRIVACY RIGHTS?
7. CONTROLS FOR DO-NOT-TRACK FEATURES
8. DO WE MAKE UPDATES TO THIS NOTICE?
9. HOW CAN YOU CONTACT US ABOUT THIS NOTICE?

10. HOW CAN YOU REVIEW, UPDATE, OR DELETE THE DATA WE COLLECT FROM YOU?

Personal information you disclose to us

In short: We collect personal information that you provide to us.

1. WHAT INFORMATION DO WE COLLECT?

We collect personal information that you voluntarily provide to us when you express an interest in obtaining information about us or our products and services, when you participate in activities on the service, or otherwise when you contact us.

Personal information Provided by you. The personal information that we collect depends on the context of your interactions with us and the services, the choices you make, and the products and features you use. The personal information we collect may include the following:

- Names
- Email Addresses

Sensitive Information. We do not process sensitive information

All personal information that you provide to us must be true, complete, and accurate, and you must notify us of any changes to such personal information.

2. HOW DO WE PROCESS YOUR INFORMATION?

In short: We collect your information to provide, improve, and administer our services, communicate with you, for security and fraud prevention, and to comply with law. We may also process your information for other purposes with your consent.

We process your personal information for a variety of reasons, depending on how you interact with our services, including:

- **To respond to user inquiries/offer support to user.** We may process your information to respond to your inquiries and solve any potential issues you might have with the requested service.
- **To enable user-to-user communications.** We may process your information if you choose to use any of our offerings that allow for communication with another user.
- **To save or protect an individual's vital interest.** We may process your information when necessary to save or protect an individual's vital interest, such as to prevent harm.

3. WHAT LEGAL BASES DO WE RELY ON TO PROCESS YOUR INFORMATION?

In short: We only process your personal information when we believe it is necessary and we have a valid legal reason (i.e. legal basis) to do so under applicable law, like with your consent, to comply with laws, to provide you with services to enter into or fulfil our contractual obligations, to protect your rights, or to fulfil our legitimate business interests.

The general data protection regulation (GDPR) AND UK GDPR require us to explain the valid legal bases we rely on in order to process your personal information. As such, we may rely on the following legal bases to process your personal information:

- **Consent.** We may process your information if you have given us permission (i.e. Consent) to use your personal information for a specific purpose. You can withdraw your consent at any time.
- **Performance of a contract.** We may process your personal information when we believe it is necessary to fulfil our contractual obligations to you, including providing our services or at your request prior to entering into a contract with you.
- **Legal Obligations.** We may Process your information where we believe it is necessary for compliance with our legal obligations., such as to cooperate with a law enforcement body or regulatory agency, exercise or defend our legal rights, or disclose your information as evidence in litigation in which we are involved.
- **Vital interests.** We may process your information where we believe it is necessary to protect your vital interests of a third party, such as situations involving potential threats to the safety of any person.

4. WHEN AND WITH WHOM DO WE SHARE YOUR PERSONAL INFORMATION

We may need to share your personal information in the following situations:

- **Business Transfers.** We may share or transfer your information in connection with, or during negotiations of, any merger, sale of company assets, financing, or acquisition of all or a portion of our business to another company

5. HOW LONG DO WE KEEP YOUR INFORMATION?

In short: We keep your information for as long as necessary to fulfil the purposes outlined in this privacy notice unless otherwise required by law.

We will only keep your personal information for as long as it is necessary for the purposes set out in this privacy notice, unless a longer retention period is required or permitted by law (such as tax, accounting, or other legal requirements)

When we have no ongoing legitimate business need to process your personal information, we will either delete or anonymise such information, or, if this is not possible (for example, because your personal information has been stored in backup archives), then we will securely store your personal information and isolate it from any further processing until deletion is possible.

6. HOW DO WE KEEP YOUR INFORMATION SAFE

In short: We do not knowingly collect data from or market to children under 18 years of age.

We have implemented appropriate and reasonable technical and organisational security measures designed to protect the security of any personal information we process. However, despite our safeguards and efforts to secure your information, no electronic transmission over the internet or information storage technology can be guaranteed to be 100% secure, so we cannot promise or guarantee that hackers, cybercriminals, or other unauthorised third parties will not be able to defeat our security and improperly collect, assess, steal, or modify your information. Although we will do our best to protect your personal information, transmission of personal information to and from our services is at your own risk. You should only access the services within a secure environment.

7. DO WE COLLECT INFORMATION FROM MINORS?

In short: We do not knowingly collect data from or market to children under 18 years of age.

We do not knowingly collect, solicit data from, or market to children under 18 years of age, nor do we knowingly sell such personal information. By using the services, you represent that you are at least 18 or that you are the parent or guardian of such a minor and consent to such minor dependants use of services. If we learn that personal information from users less than 18 years of age has been collected, we will take reasonable measures to promptly delete such data from our records. If you become aware of any data we may have collected from children under the age of 18, please contact us at Gavin@g-techeng.co.uk.

8. WHAT ARE YOUR PRIVACY RIGHTS?

In short: In some regions, such as the European economic Area (EEA), United Kingdom (UK), and Switzerland, you have rights that allow you greater access to and control over your personal information. You may review, change, or terminate your account at any time, depending on your country, province, or state of residence.

In some regions (like the EEA, UK, and Switzerland), you have certain rights under applicable data protection laws. These may include the right:

1. To request access and obtain a copy of your personal information.
2. To request rectification or erasure.
3. To restrict the processing of your personal information.
4. If applicable, to data portability.
5. Not to be subject to automated decision making.

In certain circumstances, you may also have the right to object to the processing of your personal information. You can make such a request by contacting us by using the contact details provided in the section 'HOW CAN YOU CONTACT US ABOUT THIS NOTICE?' below.

We will consider and act upon any request in accordance with applicable data protection laws.

If you are located in the EEA or UK and you believe we are unlawfully processing your personal information, you also have the right to complain to your member state data protection authority or UK data protection authority.

If you are located in Switzerland, you may contact the Federal Data protection and information commissioner.

Withdrawing your consent: If we are relying on your consent to process your personal information, you have the right to withdraw your consent at any time. You can withdraw your consent at any time by contacting us by using the contact detail provided in the section 'HOW CAN YOU CONTACT US ABOUT THIS NOTICE?' Below.

However, please note that this will not affect the lawfulness of the processing before its withdrawal nor, will it affect the processing of your personal information conducted in reliance on lawful processing grounds other than consent.

If you have any questions or comments about the privacy rights, you may email us at Gavin@g-techeng.co.uk.

9. CONTROLS FOR DO-NOT-TRACK FEATURES

Most web browsers and some mobile operating systems and mobile applications include a Do-Not-Track ('DNT') feature or setting that you can activate to signal your privacy preference not to have data about your online browsing activities monitored and collected. At this stage, no uniform technology standard for recognising and implementing DNT signals has been finalised. As Such, we do not currently respond too DNT browser signals or any other mechanism that automatically communicates your choice not to be tracked online. If a standard for online tracking is adopted that we must follow in the future, we will inform you about that practice in a revised version on this Privacy Policy.

10. DO WE MAKE UPDATES TO THIS NOTICE?

In short: Yes, we will update this notice as and when necessary, to stay compliant with relative laws.

We may update this privacy policy from time to time. The updated version will be indicated by a updated 'Revised' date at the top of this of this document. If we make material changes to this privacy notice, we may notify you either by prominently posting a notice of such changes or by directly sending you a notification. We encourage you to review this privacy notice frequently to be informed of how we are protecting your information.

11. HOW CAN YOU CONTACT US ABOUT THIS NOTICE?

If you have any questions or comments about this notice, please feel free to email us at Gavin@G-techeng.co.uk or contact us by post:

G-Tech Engineering Limited

1 Carham Road

Hoylake

Wirral

CH47 4FF

United Kingdom

12. HOW CAN YOU REVIEW, UPDATE, OR DELETE THE DATA WE COLLECT FROM YOU?

Based on the applicable laws of the country, you may have the right to request access to the personal information we collect from you, details about how we have processed it, correct inaccuracies, or delete your personal information. You may also have the right to withdraw your consent to our processing of your personal information. These rights may be limited in some circumstances by applicable law. To request to review, update, or delete your personal information, please fill out and submit a data subject access request **form**.