

# Barhale Limited

## Privacy Notice

Last updated: 31<sup>st</sup> March 2025

### Introduction

Barhale Limited ("Barhale", "we, "our") are committed to protecting the privacy and security of the personal data we collect about customers, site visitors, and users of our services ("you/your").

The purpose of this privacy notice is to explain what personal data we collect about you when you visit our premises, use our website or provide our services to you. When we do this, we are the data controller.

Please read this privacy notice carefully as it provides important information about how we handle your personal information and your rights. It is important that you revisit this privacy notice regularly as we may update this notice (and any supplemental privacy notice) from time to time to reflect how we deliver our services.

If you have any questions about any aspect of this privacy notice you can contact us using the information provided below or by emailing us at [data.protection@barhale.co.uk](mailto:data.protection@barhale.co.uk)

### Personal data we collect

The type of personal data we collect about you will depend on our relationship with you. However whenever we do collect personal data, we are subject to the UK General Data Protection Regulation (UK GDPR). The personal data we collect may include (but is not limited to):

- contact information such as your name, phone number, email address, job title, and your company name, which may be collected when you contact us (to find out about our services for example) or visit our premises/construction sites;
- online identifiers which are collected by cookies and similar technologies when you engage with our website (such as your IP address);
- details about your next of kin/emergency contact, including name, phone number, their relationship with you, and email address (if you're visiting our premises or construction sites). We may also maintain a record of your visits to our premises and/or construction sites, and your signature/consent related to our security rules.

To learn more about the cookies we use on our website, please visit our Cookie Policy.

### How your personal data is collected

We collect most of the personal data directly from you in person, by telephone, text or email and/or via our website.

However, we may also collect your personal data from third parties such as:

- reputable companies who provide lead generation contact lists
- others to whom you have provided consent
- publicly available sources such as social media platforms
- sub-contractors in technical, payment and delivery services
- advertising networks;
- analytics providers; and

- search information providers

In addition to the above, Barhale also have CCTV cameras in operation at various sites, which includes its offices and other premises. This CCTV will capture images in real time wherever the cameras are pointed. These cameras may capture footage of you whilst you are on site and/or at our premises, with cameras being situated both inside and outside of our buildings. Where these cameras are in operation, there are signs in place to inform you.

Some of our hired in plant and fleet machinery may also have onboard cameras which capture footage of pedestrians and other vehicles while in use. All of these vehicles have stickers on them to indicate that they are equipped with cameras.

## Purposes for which we use personal data and the legal basis

We will only use your personal data when the law allows. Most commonly, we will use your personal data in the following circumstances:

Purpose	Lawful Basis for Processing
To provide our services to you	Processing is necessary for the performance of the contract between us
For responding to correspondence from you	It is in our legitimate interest to respond to enquiries made via our website, telephone, by email, through our social channels or any other means
For business management, forecasting and statistical purposes	It is our legitimate interest to identify areas for managing current business relationships, develop new products and services, and for managing our business
To send you marketing communications relating to our business which we think may be of interest to you by email.	<p>If you are an existing customer or have expressed an interest in our products or services, we will rely on legitimate interests to contact you for marketing purposes.</p> <p>You may object to the processing for this purpose by emailing <a href="mailto:data.protection@barhale.co.uk">data.protection@barhale.co.uk</a>.</p> <p>If we have captured your consent for the purposes of marketing, that consent may be withdrawn at any time by emailing <a href="mailto:data.protection@barhale.co.uk">data.protection@barhale.co.uk</a> or by using the unsubscribe option (where applicable).</p>
To comply with any legal obligations we may have	Processing is necessary for us to comply with our legal obligations
To improve your browsing experience	Our legitimate interest to ensure visitors to our website can easily navigate our website and locate the information they are looking for

Purpose	Lawful Basis for Processing
To allow you to visit our premises in a safe manner and provide you with safety equipment	To protect your vital interests and to comply with our legal/compliance obligations
<p>To install CCTV on our sites and premises to:</p> <ul style="list-style-type: none"><li>• ensure the health and safety of employees, service users and visitors;</li><li>• detect, prevent or reduce the incidence of crime;</li><li>• create a safer environment;</li><li>• assist with health and safety and other serious occurrences;</li><li>• defend Barhale or its employees with regards to legal or insurance claims.</li></ul>	Our legitimate interest in ensuring the safety of employees, service users and visitors to our sites, for the prevention of crime, and for the defence of Barhale or its employees with regards to legal or insurance claims.

Where personal data is processed because it is necessary for the performance of a contract to which you are a party, we will be unable to provide our services without the required information.

## Sharing your data

For some business activities we may share your personal data with our vendors and third-party service providers. We will ensure that we have entered into Data Processing Agreements with the service providers which means that they can only process your personal data in accordance with our instructions and they will not be able to use it for their own purposes.

Personal data may also be shared with government authorities and/or law enforcement officials for the prevention or detection of crime, if required by law or if required for a legal or contractual claim.

It is unlikely that we'll ever share your personal data outside the UK. If, however, it becomes necessary for the purposes of providing our services to you, we will take appropriate steps to ensure that the personal data processed outside the UK has an essentially equivalent level of protection as it has within the UK. We will do this by ensuring that:

- Your personal data is only processed in a country which the UK Government has confirmed has an adequate level of protection (an adequacy regulation) or
- We enter into an International Data Transfer Agreement ("IDTA") or Standard Contractual Clauses (with UK Addendum) with the receiving organisation and adopt supplementary measures, where necessary.

## How long we keep your data

We will retain your personal data for as long as is necessary to provide you with our services and for a reasonable period thereafter to enable us to meet our contractual and legal obligations and to deal with complaints and claims.

At the end of the retention period, your personal data will be securely deleted or anonymised. For example, this could be by aggregation with other data so that it can be used in a non-identifiable way, for the purposes of statistical analysis and business planning.

## How we protect your data

We implement appropriate technical and organisational measures to protect data against unauthorised or unlawful processing and against accidental loss, destruction or damage.

In addition to the technical and organisational measures we have put in place, there are simple things you can do to in order to further protect your personal information, such as:

1. Never share One Time Passcodes (OTPs).
2. Never enter your details after clicking on a link in an email or text message.
3. Always send confidential information by encrypted email to reduce risk of interception.
4. If you're logged into any online service do not leave your computer unattended.
5. Close down your internet browser once you've logged off.
6. Never download software or let anyone log on to your computer or devices remotely, during or after a cold call.
7. You can easily identify secure websites by looking at the address in the top of your browser which will begin <https://> rather than <http://>.

## Your rights and options

You have certain rights in relation to the processing of your Personal Data, including to:

Rights	Description
Right to be informed	Individuals have the right to be informed about the collection and use of their personal data.
Right of access	Individuals have the right to receive a copy of their personal data, and other supplementary information.
Right to rectification	Individuals have the right to have inaccurate personal data rectified or completed if it is incomplete.
Right to erasure (the 'right to be forgotten')	Individuals have the right to request their personal information to be erased, in certain circumstances.
Right to restrict processing	Individuals have the right to request the restriction or suppression of their personal data, in certain circumstances, in particular: <ul style="list-style-type: none"><li>• if your data is not accurate;</li><li>• if your data has been used unlawfully but you do not want us to delete it;</li><li>• if your data is no longer needed, but you want us to keep it for use in legal claims; or</li><li>• if you have already asked us to stop using your data but you are waiting to receive confirmation from us as to whether we can comply with your request.</li></ul>

<b>Rights</b>	<b>Description</b>
Right to data portability	Individuals have the right to obtain and reuse their personal data, in a machine-readable format, for their own purposes across different services, in certain circumstances.
Right to object	Individuals have the right to object to the processing of their personal data, in certain circumstances.  Where we are using your personal data because it is in our legitimate interests to do so, you can object to us using it this way.  Where we are using your personal data for direct marketing, including profiling for direct marketing purposes, you have an absolute right to ask us to stop doing so.
Rights with respect to automated decision-making and profiling	Individuals have the right not to be subject to a decision based solely on automated processing (including profiling) that produces legal effects concerning you or similarly significantly affects you.

<b>Rights</b>	<b>Description</b>
Right to withdraw consent (if applicable)	Where we are using your personal data based on your consent, you can withdraw your consent at any time.
Right to lodge a complaint with a supervisory authority	You have the right to raise a complaint about how we handle your personal information with the Information Commissioner's Office by calling 0303 123 1113 or visiting <a href="https://ico.org.uk/make-a-complaint/">https://ico.org.uk/make-a-complaint/</a> .

## Exercising your data protection rights

You will not have to pay a fee to access your personal data (or to exercise any of the other rights). However, we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

If you wish to exercise your rights, please contact us at [data.protection@barhale.co.uk](mailto:data.protection@barhale.co.uk)

## Children's Privacy

We do not offer our products and/or services to children, and we do not knowingly collect the personal data of children without parental consent, unless permitted by law. If you learn that a child has provided us with their Personal Data without parental consent, you may contact us, as described below, and if appropriate, we will securely and permanently delete it.

## Contact us

If you have any questions, or wish to exercise any of your rights, then please address your correspondence to:

Barhale House, Bescot Crescent, Walsall, WS1 4NN United Kingdom.

Alternatively, you can email us at [data.protection@barhale.co.uk](mailto:data.protection@barhale.co.uk)

We have also appointed a Data protection Officer ("DPO"). Our DPO is Evalian Limited and they can be contacted by using the above email or postal address. Please send your communication clearly

indicating 'FAO the 'Data Protection Officer' and your message will be passed directly to Evalian Limited for attention.

## **Changes to this privacy notice**

We may update this notice (and any supplemental privacy notice), from time to time and will notify you of any changes when required to do so.

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