

PRIVACY POLICY

THE "DATA CONTROLLER"

Visiting this site www.adrecoplastics.co.uk may lead to processing of the personal data of identifiable or unidentifiable subjects. The Data Controller - is Adreco Ltd, Unit 5-6, 17-19 Avant Business Centre, Third Avenue, Bletchley, Milton Keynes, MK1 1DR.

TYPES OF DATA PROCESSED, PURPOSES AND LEGAL BASIS OF THE PROCESSING

Navigation data

During their normal operation, the IT systems and software procedures which operate this website acquire some personal data the transmission of which is implicit in the use of Internet communications protocols. These data are not gathered for association with identified subjects, but by their very nature, when processed or associated with data held by third parties, they might allow users to be identified.

This category of data includes the IP addresses or domain names of the computers used by users who log onto the site, the addresses in URI (Uniform Resource Identifier) notation of the resources requested, the time of the request, the method used when submitting the request to the server, the size of the file obtained in reply, the numerical code indicating the server's response status (concluded successfully, error, etc.) and other parameters relating to the user's operating system and IT environment.

These data are used for the sole purpose of obtaining anonymous statistical information concerning the use of the website and to check that it is operating correctly and are deleted immediately after processing. The data might be used in order to identify those responsible in the event of IT crimes against the site; except in this case, data concerning web contacts are not currently held for more than a few months.

The legal basis for the treatment is therefore the data controller's lawful interest in the provision and improvement of the services supplied by the website.

Data supplied voluntarily by the user

If users/visitors who connect to this website send their personal data in order to access specific services (unsolicited job applications, replies to job offers or requests for information/documents) or to submit enquiries by email, this may involve the acquisition by the Adreco of the sender's address and/or any other personal data, which will be processed solely in order to reply to the request, or for the provision of any services.

The optional, explicit, voluntary dispatch of emails to the addresses provided on this site, or the compilation of specific data input forms in order to obtain services/information or submit enquiries, leads to the subsequent acquisition of the sender's address, necessary in order to reply to the enquiry, and any other personal data included.

The personal data of users who submit inquiries are processed for the sole purpose of providing the service or function requested unless otherwise envisaged by any additional specific data processing information provided

in the specific login or registration pages. Specific summarised information, and any requests for consent, if necessary, will be progressively provided or displayed on the pages of the site relating to individual optional services.

The legal basis for the data processing is, therefore, the fulfilment of contractual obligations (requests) provided by the applicant user/consent.

Cookies

Cookies are small text files saved on the computer's hard disk, used to supply services and/or information regarding use of the website. The above-mentioned website mainly uses session cookies, which are therefore erased from the hard disk at the end of the session (when the user logs off or shuts down the browser). It also uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"), through the use of cookies. For statistical purposes the following cookies are used: **Google Tag Manager** (Google Inc.) - **Google Analytics** (Google Inc.). Personal data collected: cookies and usage data.

Purpose: these services allow the Data Controller to monitor and analyse traffic data and track user behaviour in the websites navigation (web application).

To display content from external platforms, cookies are used for: **YouTube Video Widget** (Google Inc.), **Google Maps Widget** (Google Inc.). Personal data collected: cookies and usage data.

Purpose: these services allow you to view content hosted on external platforms directly from the pages of the sites (web application) and to interact with them. It is possible that, even if users do not use the service, it collects traffic data relating to the pages in which it is installed.

No cookies are used for the transmission of information of a personal nature. Users may refuse to use cookies by setting their browser accordingly, but this might prevent them from making full use of the website's functions. Therefore, by using the above mentioned websites, users also consent to the use of their personal data by Google in the manner and for the purposes set out above.

The legal basis for the use is therefore the data controller's lawful interest in the case of technical cookies and the consent of the data subject for profiling cookies.

COMMUNICATION TO THIRD PARTIES AND TRANSFER TO THIRD COUNTRIES

The processing of data related to this site's web services takes place at the aforesaid registered office of the Data Controller, at the location specified by the website manager, solely by the data processing staff assigned, or any staff appointed to perform occasional maintenance work. No data deriving from the web service are disseminated.

No navigation data are communicated to third parties.

Personal data supplied by the user (such as name, surname, email, telephone and information in messages) are processed by the company's internal staff in order to reply to enquiries or for newsletter sending.

Subject to the above, and always unless otherwise specified in the individual privacy policy statement for the service requested, data are only communicated to third parties if this is necessary for the provision of the service or function requested (e.g. submission of complaints).

Navigation and personal data supplied by the user and the other types of data processed are not transferred to third countries.



DATA PROCESSING PROCEDURES, DATA STORAGE PERIOD AND AUTOMATED PROCESSES

Personal data are processed with the aid of IT tools. Personal data supplied by the user are stored for the period necessary for the fulfilment of the specified purpose(s).

Navigation data are stored for the period necessary for the fulfilment of the specified purpose(s) and for no more than 30 days after collection. Technical cookies expire at the end of the browsing session. No automated decision-making process including profiling is carried out via the website.

Specific security measures are implemented to prevent the loss of data, illegal or improper use, or unauthorised access.

PROVISION OF DATA

Except as specified for navigation data, the user is free to supply or withhold the personal data in the enquiry forms, or in any way indicated in contacts with the Data Controller. Failure to submit these data may make it impossible to provide the service requested.

The undersigned company, owner of the website and Data Controller, reserves the right to cancel the subscription and cease the supply of services if the data supplied to access specific services are found to be inaccurate.

RIGHTS OF THE DATA SUBJECT, RIGHT TO OBJECT AND WITHDRAWAL OF CONSENT

The subjects to whom personal data refer are entitled to request access to their personal data and their rectification, erasure or restriction, to object to their processing and to exercise their right to data portability, at any moment. In all cases, the data subject is entitled to withdraw any consent given to the processing of data at any moment, without prejudice to the lawfulness of the processing based on the consent given prior to the withdrawal.

To exercise the rights provided by current data protection legislation please write to info@adreco.co.uk.