



# General Data Protection Regulations (GDPR) policy statement

Document control	
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Owner	Sarah McCallion
Reviewer	Emma Woodfield
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We recognise our legal obligations under the GDPR in relation to the collection, use, retention, transfer, disclosure, and destruction of all Personal Data belonging to living persons (Data Subjects) and commit to ensuring that when processing personal data that:

- The processing is lawful, fair, and transparent.
- The data is collected only for specific, explicit, and legitimate purposes, is adequate, relevant, necessary, and limited for that purpose.
- The data is accurate and where necessary is kept up to date and is retained for no longer than is necessary for the purposes for which the data is processed.
- The data is stored and processed in a manner that ensures its security using appropriate technical and organisational measures to protect against unauthorised or unlawful access.
- Data is not kept in a form which permits identification of Data Subjects for longer than is necessary for the purposes for which the data is processed.
- Not transferred to another country without appropriate safeguards being in place.
- Data subject requests are dealt with in line with regulatory requirements.
- Breaches are reported according to regulatory requirements and are investigated to understand root causes and ensure that lessons are learned, and procedures enhanced, or introduced when necessary.

This policy is supported by the Company's Business Management System, is made known to all employees and will be reviewed on a regular basis.

List of companies within Tilbury Douglas covered by this policy.

Tilbury Douglas Construction Limited

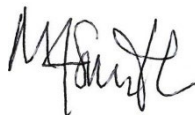
Tilbury Douglas Engineering Services Limited



**Craig Tatton**  
Chief Executive Officer



**Nick Pollard**  
Chair



**Martyn Smith**  
Group Commercial Director



**Matthew Gill**  
Chief Financial Officer

## Revision history

Version	Previous version	Author	Date	Changes
1.0	-	Sarah McCallion	17/01/2023	
2.0	1.0	Sarah McCallion	26/11/2024	Format changes to comply with template, signature change due to org changes