
THIRD PARTY PRIVACY NOTICE

This privacy notice forms part of Forkers Ltd's (including Forkers Scotland Ltd and P. Forker Plant Hire Ltd) commitment to appropriate adherence to the Data Protection Act 2018 (DPA 2018) and the Data Protection, Privacy and Electronic Communications Amendments (EU Exit) Regulations 2020 and to its commitment to maintaining best practice in its relationships with all of its industry partners.

The purpose of this document is to provide you with notification as to what personal data we may hold, how that data is stored and processed and what your rights are under the DPA.

For the purposes of the DPA, the data controller is Forkers Ltd and any of its subsidiary companies under the Forkers Group of Companies.

Personal data we may collect about you may include (not exclusively):

- Identity data, such as Name, Job Title (this will include names of your employees, if names are recorded in interactions).
- Contact details, such as postal addresses, telephone numbers and email addresses.

For **suppliers**, we may process pertinent identity details of your company's employees, including, but not exclusively, name, job title, email address(es), telephone number(s).

For **subcontractors**, we may process pertinent identity and contact details of your company's employees, including, but not exclusively, name, job title, email address(es), telephone number(s).

We may also process pertinent employment records of your company's employees, including, but not exclusively Pay and Tax Records: HMRC correspondence, PAYE records; Employment records: redundancy, equal opportunities; health and welfare records; pay & tax: pay deductions, tax forms, payroll; Medical & health records: Health and wellbeing medicals, safety-critical medicals, occupational health records; Insurance records.

For **clients**, we may process pertinent identity and contact details of your company's employees, including, but not exclusively, name, job title, email address(es), telephone number(s).

We may also process pertinent personal data with relation to such data as it pertains to contractual and business-interactive requirements.

We process this information in order to:

- Communicate with our partners in the reasonable and lawful operation of our daily business.

Our lawful basis for processing this information is:

- To conduct operations with our client base and across our supply chain towards the conclusion of normal business transactions and to fulfil our contractual obligations within those relationships.

Who we share your data with:

- We may share your details with third parties relevant to interactions across our client base within our supply chain as part of our normal business operations.

Data Retention:

- We may hold personal data relevant to a contractual relationship for the duration of the relationship and for a minimum of six years following closure of the account.



D Cartwright, Construction Director

1st January 2024