

JACQUELINE WEBB AND COMPANY GDPR RESPONSIBILITY STATEMENT

Jacqueline Webb and Co Ltd (referred to below as JW) is the Data Controller for all personal information we process about you.

We will always respect your privacy and will only use your information for specified and lawful purposes as provided under the General Data Protection Regulation (GDPR). We will use and handle your information responsibly and will take all appropriate organisational and technical measures to safeguard your information from accidental or unlawful destruction, loss, alteration, unauthorised disclosure or access.

The following points will guide our collection, processing, security and elimination of your data:

- JW will receive your data only with your specific consent.
- JW will process your data only for the purposes specified to you, and will not further process your data in any manner that is incompatible with the intended purpose.
- JW will keep your data in a form which permits its identification and will store your data for no longer than is necessary, with reference to the intended purpose.
- JW will process your data in a manner that ensures appropriate security of the data, including protection against unauthorised processing or accidental loss or destruction. JW will not pass your data to any third party without your specific consent.
- JW will take reasonable steps to insure that personal data that is found to be inaccurate, having regard to the intended purpose, is erased or rectified.
- All persons authorised by JW to process your data will be committed themselves to the confidentiality of the data.
- JW will insure that all data is deleted or returned to you at the end of the services for which the processing is intended. You may request your data to be deleted at any time and JW will comply immediately.

Jacqueline Webb and Co Ltd.
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