

Your data is controlled and processed in accordance with the General Data Protection Regulation (GDPR). Your personal data is processed manually and electronically for the purposes of fulfilling our contract obligations to you, or providing quotations to you before entering in to a contract to provide products and services and management of your account, namely:

- The provision of coating products
- The provision of coating services
- Testing services
- Research and development
- Technical Support
- Managing and administering your account

Teer Coatings Limited will, where required, pass your personal data to any bodies where it is necessary for compliance with a legal obligation.

On occasion data may be passed outside of the EU, only where it is reasonable and practicable for the purpose of you dealing directly with an international manufacturer or technical support service. On these occasions we will gain your consent beforehand. Where data passes outside of the EU we take reasonable steps to ensure the control and handling of your data is equivalent to that of the GDPR.

Your personal information is recorded on to our electronic systems, where we use Sage, Talisman CRM and Microsoft Office Suite. Data is held by managed service provider, EBC Group. Data is secured across datacentres based in Halesowen and Northampton, UK.

Personal information held includes:

- Contact name
- Contact details such as postal address, email address and telephone numbers

Teer Coatings Limited use industry standard software applications to manage schedules and communicate electronically. Systems used are:

- Microsoft Office Suite
- Dropbox

All applications are secured by password, PIN, pattern or biometric security as a minimum. If you believe any data Teer Coatings hold is incorrect, or personal information has changed, please contact any member of the team or email [tcl@teercoatings.co.uk](mailto:tcl@teercoatings.co.uk) to enable us to action your request.

