

## Tool, Engineers' & Industrial Supplies Specialists

General Data Protection Regulation (GDPR) from 25<sup>th</sup> May 2018

### GENERAL DATA PROTECTION POLICY

F.G. Lang (Grays) Ltd is committed to maintaining compliance with applicable laws governing data privacy and data security, and ensuring that its customers can have complete confidence in F.G. Lang (Grays) Ltd as a trusted partner.

As you may know, a new data protection regulation in the European Economic Area (EEA) called the General Data Protection Regulation (GDPR) is set to go into effect May 25, 2018.

The GDPR covers the collection, storage, use, and processing of personal data of EEA residents. One of the requirements under the GDPR is for data controllers such as yourself and data processors such as F.G. Lang (Grays) Ltd to enter into a data processing agreement (DPA) that describes how the data processor will handle and protect EEA residents' personal data.

**To satisfy this requirement, F.G. Lang (Grays) Ltd has created a DPA for its customers. This is now part of our service agreement with you. No further action on your part is required.**

**Your only obligation under the DPA is to comply with applicable laws, which your current agreement with F.G. Lang (Grays) Ltd already requires.** The DPA places a number of additional obligations on F.G. Lang (Grays) Ltd as your data processor, including:

- We will process customer data only as necessary to perform its obligations to you.
- We will not transfer customer data outside of the EEA except in compliance with the applicable data protection laws.
- We will maintain the confidentiality of EEA personal information and will limit access to EEA personal information to those required to have access
- We will implement security procedures to protect the data from destruction, loss or unauthorized access.
- We will provide you with access to a list of our sub-processors and will notify you of any changes to our sub-processors.
- We will cooperate with you regarding a data subject's rights such as access, correction, deletion, and opt-outs.
- We will promptly notify you of any security breaches.
- We will provide proof of our third-party security certifications if applicable.
- We will maintain certification under ICO

Don Lang

Director

F. G. Langs (Grays) Ltd.



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