

# *AnatoPath Limited*

Address: The Haven, London Road, Darsham, Suffolk. IP17 3QL UK.

Telephone: +44 (0) 1728 668188.

Email: [sales@anatopath.uk](mailto:sales@anatopath.uk)

UK VAT Number: 292 2293 94

UK Registration Number: 10472602

## Privacy and Data Protection



## **1. Introduction**

The purpose of this document and the implementation of it, is to govern the privacy of AnatoPath customers, suppliers, distributors and associates.

This document explains how and why we collect control, process, handle and protect personal information, including rights under current laws and regulations.

## **2. Responsibilities**

It is the responsibility of management to ensure that all employees are aware of and adhere to this policy.

It is the responsibility of all employees to ensure that collected data is recorded, stored and used only as set out on this document.

## **3. Definitions**

“Our”, “us”, or “we” refer to the business, AnatoPath Limited.

“you”, “the user”, “the customer” refer to the person(s) interacting with AnatoPath Limited.

GDPR means General Data Protection Act.

PECR means Privacy & Electronic Communications Regulation.

ICO means Information Commissioner’s Office.

## **4. The Need to Process and Store Data**

Data is collected to execute the supply of products and services. AnatoPath needs to collect and store details relating to individuals and organisations.

Under the GDPR (General Data Protection Regulation) we control and/or process any personal information about you electronically using the following:

We are exempt from registration in the ICO Data Protection Register because the collection of your personal data is used for the sole purpose of supplying products and/or a service to you.

Data retention period: We will continue to process your information under this basis until you withdraw consent, or it is determined your consent no longer exists.

We will only share your information with third parties if it is required to provide the products and/or services requested. All third parties will keep data protected and only use to execute the requested process.

If, as determined by us, the lawful basis upon which we process your personal information changes, we will notify you about the change and any new lawful basis to be used if required. We shall stop processing your personal information if the lawful basis used is no longer relevant.

## **5. Your individual rights**

Under the GDPR your rights are as follows;

- the right to be informed;
- the right of access;
- the right to rectification;
- the right to erasure;
- the right to restrict processing;
- the right to data portability;
- the right to object; and
- the right not to be subject to automated decision-making including profiling.

We handle subject access requests in accordance with the GDPR.

## **6. Data security and protection**

We ensure the security of any personal information we hold by using secure data storage technologies and precise procedures in how we store, access and manage that information. Our methods meet the GDPR compliance requirement.

## **7. Data Use for Marketing Purposes**

AnatoPath uses an 'opt in' policy for the purposes of communicating marketing to customers. Data collected for the purpose of supplying products and/or services is not used for marketing unless consent is given. Customers can opt out of marketing at any time without the supply of/products or services being affected.