



## GDPR Statement

The General Data Protection Regulation (GDPR) (EU) 2016/679 is a regulation in EU law on data protection and privacy for all individuals within the European Union. It also addresses the export of personal data outside the EU.

Opex Personnel is a registered company with the Information Commissioner's Office UK.

The new Regulation aims to standardise data protection laws and processes across the EU; affording individuals stronger, more consistent rights to access and control their personal information.

### Our Commitment

We are committed to ensuring the security and privacy of the personal information that we process, and to provide a compliant and consistent approach to data protection. We have a robust and effective data protection program in place which complies with existing law and abides by the data protection principles. Under the new Legislation for GDPR Opex Personnel are making our processes clearer, consistent and ensuring that they are freely given by our clients and that they are informed of their rights under this regulation. We recognise our obligations in updating our processes and policy in order to become more transparent and to meet demands of the GDPR and the Information Commissioners Office.

**Opex Personnel** are dedicated to safeguarding the personal information under our remit and in developing a data protection regime that is effective, fit for purpose and demonstrates an understanding of, and appreciation for the new Regulation. Our preparation and objectives for GDPR compliance have been summarised in this statement and include the development and implementation of new data protection roles, policies, procedures, controls and measures to ensure maximum and ongoing compliance.

### **Consent**

Any information processed under registration, in order to be valid must be:

- Freely given
- Specific
- Informed
- Clear and affirmative
- Easy to withdraw

### Data Subject Rights

In addition to the policies and procedures mentioned above that ensure individuals can enforce their data protection rights, we provide information during our induction process of an individual's right to access any personal information that Opex Personnel processes about them and to request information about: -

- What personal data we hold about them
- The purposes of the processing
- The categories of personal data concerned
- The recipients to whom the personal data has/will be disclosed
- How long we intend to store your personal data
- The right to request erasure of personal data (where applicable) or to restrict processing in accordance with data protection laws, as well as to object to any direct marketing from us and to be informed about any automated decision-making that we use
- The right to lodge a complaint or seek judicial remedy and who to contact in such instances

Signed

*Lee Hallett*

Director of Opex Personnel Ltd.