

Data Protection Policy Statement

We are a civil engineering, building and groundworks company based in the Midlands and operating throughout the UK supporting the country's largest organisations within construction. Essentially, McDermott Building and Civil Engineering Ltd (McDermotts) is a family-founded business that is values driven and managed as a professional corporate entity; underpinned by continued investment and a customer-centric focus. Indeed, we believe that most values are relevant but the single one we wish to emphasise is "*Integrity*" which represents a concept of consistency of actions, values, methods, measures, principles, expectations and outcomes.

We are committed to the protection of data in accordance with the Data Protection Act 2018.

We are registered with the Information Commissioner and will ensure:

- lawfulness, fairness and transparency
- purpose limitation
- data minimisation
- accuracy
- storage limitation
- integrity and confidentiality
- accountability

This policy is implemented through a Standard Operating Procedure that includes:

- structure, roles and responsibilities
- how we demonstrate compliance
- process for determining lawful basis for processing data
- high risk data processing
- handling individual requests
- data breaches
- data retention
- third party processors

We are committed to providing information to data subjects in a concise, transparent, intelligible and easily accessible form, using clear and plain language.

Appropriate resources will continually be made available to ensure that our commitment to general data protection is implemented.

This policy statement may be amended, monitored and added to from time to time and a copy will be available to all employees, contracted staff on site and interested parties through our website.

Malcolm McDermott
Managing Director

Date: January 2021