



GDPR & Data Protection Policy 2026–2027

Ellison Construction Ltd

Policy Statement

Ellison Construction Ltd is committed to complying with UK GDPR, the Data Protection Act 2018 and protecting all personal data processed by the company.

Scope

Applies to all employees, workers, subcontractors, consultants and third parties processing personal data on behalf of the company.

Data Protection Principles

Personal data will be processed lawfully, fairly, transparently, accurately, securely and only for legitimate purposes.

Personal Data

The company may process employee, customer, supplier, subcontractor, visitor, training, payroll, pension, CCTV, vehicle and health and safety records.

Information Security

Appropriate technical and organisational controls are maintained including access controls, password protection, anti-malware, backups and staff training.

Third Parties

Data may be shared with insurers, payroll providers, pension providers, auditors, clients, regulators and professional advisers where necessary.

International Transfers

Where personal data is transferred outside the UK, appropriate safeguards will be implemented in accordance with UK GDPR.

Individual Rights

Individuals have rights of access, rectification, erasure, restriction, objection and complaint to the ICO.

Responsibilities

Matthew Ellison, Director, acts as Data Protection Lead and oversees compliance.

Review

This policy shall be reviewed annually.

Approval

Matthew Ellison – Director

Issue Date: 7th June 2026

Review Date: 7th June 2027

A handwritten signature in black ink, appearing to read 'M Ellison', with a long horizontal flourish extending to the right.