



HARROW  
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## THE GENERAL DATA PROTECTION REGULATION (GDPR) 2018

The General Data Protection Regulation (GDPR) came into force on 25th May 2018 and brought with it the most significant changes to data protection law in two decades. Based on privacy by design and taking a risk-based approach, the GDPR has been designed to meet the requirements of the digital age. The new regulation aims to standardise data protection laws and affording individuals stronger, more consistent rights to access and control to their personal information.

- *Harrow Windows are committed to ensuring the security and protection of the personal information that we process and hold on our customers, and to provide a compliant and consistent approach to data protection. We 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.*
- *Harrow Windows takes the privacy and security of individuals and their personal information very seriously and we take every reasonable measure and precaution to protect and secure the personal data that we process.*

### The information that we collect

We collect your personal data when you book a free no-obligation quotation. This data is not passed on to any third party and is only used for the purposes of providing information as requested by the user. If you decide to go-ahead with us as your installer, we are obliged by Building Regulations to share your data with certain third parties, including **CERTASS** and **Quality Assured National Warranties**. This is for the purposes of fulfilling the requirements of the Competent Person Scheme for self-certification under the current Building Regulations. Personal data includes your name, address, telephone number and email address. This data is used to provide essential documentation for your insurance backed guarantee, deposit protection, and your CERTASS certification and will be retained on file for the lifetime of the guarantee.

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**We do not share your data with any other third parties.**

Colin Walklate  
**DIRECTOR**

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