

From May 25 2018, important changes in data protection laws will come into force in the UK with the introduction of GDPR (Global Data Protection Regulation).

Famatel UK Ltd has an ongoing commitment to transparency and in support of the New GDPR regulations, we are updating our Privacy Policies and IT Security Policy to cover our employees, customers and suppliers.

Famatel UK Ltd therefore are making contact with you to confirm that you're in agreement from the 25/05/2018 onwards that you are allowing us to retain the current data in place on our data bases to allow us to continue to service you the customer/supplier for the sole use of order transacting and delivery/ receipt of goods to and from you, by the current communication by email, phone, letter in a format supplied by Famatel UK Ltd

Famatel UK Ltd takes your privacy seriously. We will keep your personal contact information private and secure. We will not supply your details to any organisation for marketing purposes and will only use your information to send or reply to emails, send offers and data sheets, prices and or material that advertise our products or services from Famatel UK Ltd only or third party's that are working together with Famatel UK Ltd.

Please Email: itfme@famatel.co.uk to remove your Email or to request any information held on our data base.

Famatel UK Ltd currently have our customers contact Number, address, and Telephone numbers and emails on file, on our data storage provider Drop Box is Using SSL transfers for synchronization and stores the data via AES-256 encryption and our Pc Systems are protected by, The Data Encryption module in Kaspersky Total Security is designed for protecting confidential information against unauthorized access and data leakage. To protect your personal data, the mechanism of Transparent Data Encryption (TDE) is used. It means that data is stored in an encrypted form in a special container. Vault is an encrypted container created by the user with the Data encryption component. Vaults are encrypted with the 256-bit Advanced Encryption Standard (AES) block cipher with the effective key length of 56 bit. A password is required to access the data stored in the vault. An installed copy of Kaspersky Total Security is necessary to access the data.

You will be able to download off our web site the documentation to support GDRP, You can also request this information from : itfme@famatel.co.uk

FAMATEL UK GDPR Overview

We only use your information in the following ways.

Collection of Data:

Email, Post, Business Card, Telephone call, we do not secure third party data for email addresses and do not subscribe to any such service.

The data collected for business activity is detailed below along with our commitment to personal information security

The Computer system individual protection is via

Base system / transmission or receiving data from an external source (Email / sent from Famatel UK Ltd)

The Data Encryption module in Kaspersky Total Security is designed for protecting confidential information against unauthorized access and data leakage.

To protect your personal data, the mechanism of Transparent Data Encryption (TDE) is used. It means that data is stored in an encrypted form in a special container. Vault is an encrypted container created by the user with the Data encryption component.

Vaults are encrypted with the 256-bit Advanced Encryption Standard (AES) block cipher with the effective key length of 56 bit. A password is required to access the data stored in the vault. An installed copy of Kaspersky Total Security is necessary to access the data.

Online cloud-based data security storage:

We use Dropbox to secure our off-line data files, these are backed up daily on to their server, And can only be accessed by authorized persons of Famatel UK Ltd, Our data storage provider Drop Box is Using SSL transfers for synchronization and stores the data via AES-256 encryption and our Pc Systems are protected by, The Data Encryption module in Kaspersky Total Security is designed for protecting confidential information against unauthorized access and data leakage.

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Online Email Server:

This service is provided by www.namesco.co.uk and being supported but their security features,

In compliance with GDPR and in connection with our individual protection service provide by Kaspersky as detailed above

What we Hold

The Type of Information held for our business.

- A. Sales data
- B. Invoices data
- C. Emails requesting information/prices/quotes
- D. Delivery addresses
- E. Contact Numbers
- F. Email addresses
- G. Account forms (Company Names/ Directors / Credit rating)
- H. Obtaining Credit reports for your business only (www.companysearchesmakesimple.com)
as and when needed and they are GDPR compliant.

Business – Information Held

- A. Account Opening proving who you are
- B. Confirming your business credit situation
- C. Confirming your business is compliant with Companies house requirements
- D. Confirm the Person signing the account for is correct
- E. Using this information if needed to also be used to contact company or its officers
- F. Send you invoices and credit notes
- G. Statements
- H. General communication
- I. And any data associated with the management of your account with Famatel UK Ltd

And at any time, you can request this not to be held by emailing itfme@famatel.co.uk,
However, this might affect the operation of your account and possible supply of goods or services to your business

Marketing – Transmitted

- A. This data is held on a secure PCS in our offices and backed up Dailey to cloud-based server supplied by Drop Box Using SSL transfers for synchronization and stores the data via AES-256 encryption.
- B. We only transmit marketing material for Famatel products and our partners products
- C. We do not transmit any company or personal information to a third party unless requested to from a UK Government or court instruction.
- D. No personal/ Individuals information will be transmitted by our company to any third party unless requested to from a UK Government or court instruction

However, at any time you can request this not to be included by emailing itfme@famatel.co.uk

Sales Information -Transmitted

- A. Famatel transmit sales Data to our Head office in Spain as and when required, On our secure Email server (www.namesco.co.uk) and protected by Kaspersky, And to be held on Famatel SPA computer system compliant with GDPR
- B. Statements and Invoices are also transmitted via Paper form or by Email as requested by our customers and you have agreed to this where applicable subject to GDPR rules.
- C. This data can also be sent for sales analyses and company trading account reporting, this might include, company names sales turnover and any information relating to trading figures you have with us
- D. Data file containing contact details at times can be shared with our Head office in Spain, This will might be used for marketing purposes by Famatel SPA to show cases new products to the world market, but at any time you can request this not to be shared by emailing itfme@famatel.co.uk

Our Data is protected by:

PC – Systems / PC- Internal Security, system and Email and virus:

Pc Systems are protected by, The Data Encryption module in Kaspersky Total Security is designed for protecting confidential information against unauthorized access and data leakage. To protect your personal data, the mechanism of Transparent Data Encryption (TDE) is used. It means that data is stored in an encrypted form in a special container. Vault is an encrypted container created by the user with the Data encryption component. Vaults are encrypted with the 256-bit Advanced Encryption Standard (AES) block cipher with the effective key length of 56 bit. A password is required to access the data stored in the vault. An installed copy of Kaspersky Total Security is necessary to access the data.

Email Server – Supplied by www.namesco.co.uk and complaint with GDPR

cloud Based Servers. -

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A copy of this document can be requested by itfme@famatel.co.uk

1. Famatel Ltd IT Security Doc BS.IT.21
2. Famatel UK Policy Doc PO.IT.21
3. Famatel off line data Doc DAT.PRIV.07

Employer & Employee Compliance Documentation

Famatel Comply with the GRP requirements in respect of our Employee directly or indirectly,
And are committed to this compliance dated 25/05/2018

This documentation is available for our employees of Famatel UK Ltd or Indirectly employed
This information can be requested by contacting: misp@live.co.uk

1. Document EMP GDPR.TR.DAT.02 GDPR Employee
2. Document EMP.DAT03 Employee request form