

KSK Computers

PRIVACY POLICY & GDPR COMPLIANCE STATEMENT

The UK Data Protection Legislation and the General Data Protection Regulation (GDPR) build on existing data protection laws, strengthening the rights that individuals have over their personal data, and creating a robust, unified data protection approach across the UK and Europe.

KSK Computers is committed to fulfilling its data protection and GDPR compliance responsibilities. During our ongoing operational procedures, KSK Computers constantly evaluates requirements and procedures governed by data protection laws and takes any action necessary to ensure that we handle all data in strict compliance with applicable laws.

This website and its owners take a proactive approach to user privacy, ensuring the necessary steps are taken to protect the privacy of users throughout their visiting experience. This website complies with all UK national laws and requirements for user privacy.

| GDPR & Data Protection Commitments

KSK Computers is committed to meeting all contractual obligations for procedures, products, and services, including:

1. Ensuring full compliance as a company that holds and processes personal data.
2. Ensuring partners and suppliers adhere to the highest standards of compliance and GDPR regulations.
3. Ensuring service solutions support our customers' compliance efforts.
4. Regularly reviewing, refreshing, and developing our range of GDPR compliance policies, including Data Breach Policies, Business Continuity Plans, Subject Access Requests, Individual Rights, and ICO Good Practice guides.
5. **Data Impact Assessments & Inventory:** Undertaking systematic reviews of data stored, managed, maintained, collected, processed, and controlled (including offline storage and physical paper records). Assessments cover information flow, data transfers, risk reviews, purpose limitation, data minimisation, accuracy, integrity, confidentiality, and accountability.
6. Undertaking staff and stakeholder training regarding data protection policies and procedural responsibilities.
7. Reviewing technical and organizational controls including comprehensive gap and risk analysis.
8. Engaging supplier and partner relationships using all reasonable endeavours to ensure third-party compliance.
9. Constantly reviewing technology platforms to analyse operation, security, and ongoing compliance.

| GDPR Compliance Statement

For the purpose of data protection legislation and the General Data Protection Regulation (GDPR), **KSK Computers** is the data controller of information collected. This policy sets out the basis on which any data we collect from you, or that you provide to us, will be processed by us.

| Information We May Collect From You

Information you give us:

You may provide information about yourself or your company, including your full name, title, postal address, email address, and contact telephone numbers. We will not collect any personal information without your prior knowledge or permission. If you contact us via email or phone, we may retain a record of that correspondence to respond to your request effectively. We only request information necessary for a specified purpose.

Information we collect about you:

Each time you visit our website, we may automatically collect technical details, including:

- Technical information such as Internet Protocol (IP) address, login details, browser type and version, time zone setting, browser plug-in types, operating system, and platform.
- Information about your visit, including Uniform Resource Locators (URL) clickstream to, through, and from our website (including date and time), services viewed or searched for, page response times, download errors, length of visits to pages, and page interaction information (scrolling, clicks, mouse-overs).

| Data Storage & Security

Data collected from you is stored and processed securely. Staff members engaged in service fulfilment, administration, or payment processing operate under strict confidentiality protocols.

We take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy. Strict electronic and physical safeguards are maintained to prevent unauthorized access, alteration, or disclosure.

| How We Use Your Information

Information held about you is used in the following ways:

- To carry out obligations arising from any contracts entered into between you and KSK Computers.
- To respond to your direct enquiries (contacting us regarding an enquiry does not automatically add you to marketing mailing lists).
- To notify you about changes to our services or provide updates requested by you.
- To administer, support, improve, and develop our business operations and user experience.

Company Details: KSK Computers is a trading name of Computers, Network & Maintenance Limited.

Registered Address: Tanners Court, Tanners Lane, East Wellow, Romsey, Hampshire, SO51 6DP