



DATA PROTECTION & GDPR POLICY

Marc Allan Construction Ltd

Marc Allan Construction Ltd is committed to protecting the privacy, confidentiality, and security of personal information processed throughout our business operations.

We recognise our responsibilities under the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and all relevant data protection legislation.

The Company is committed to ensuring that personal data is collected, processed, stored, and handled lawfully, fairly, transparently, and securely.

Marc Allan Construction Ltd will:

- Process personal data only for legitimate business purposes.
- Ensure personal information is accurate, secure, and kept up to date.
- Protect data against unauthorised access, disclosure, loss, or misuse.
- Limit access to personal information to authorised persons only.
- Retain data only for as long as necessary and dispose of it securely.
- Ensure employees understand their data protection responsibilities.
- Respond appropriately to data protection requests and incidents.
- Continually review procedures to maintain compliance and best practice.

All employees, subcontractors, and third parties acting on behalf of the Company are expected to comply fully with this policy and maintain confidentiality where required.

Overall responsibility for data protection compliance rests with:

Marc Allan
Managing Director

Marc Allan Construction Ltd

This policy statement will be reviewed annually or sooner where significant changes occur.

Signed: Marc Allan

Name: Marc Allan

Position: Managing Director

Date: 26 / 01 / 2026

Review Date: 26 / 01 / 2027

Company Number: SC660596