



homes inspired by you

## Data Protection Policy

Fairgrove Homes Limited is registered with the ICO

Registration Number: Z5306509

Date Registered: 27.02.01

1. Personal data shall not be processed unless there is a valid lawful basis to process the personal data. There are six available lawful bases for processing.
2. Personal data shall be obtained only for the one or more specified and lawful purposes and shall not be further processed in any manner incompatible with that purpose or those purposes.
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed.
4. Personal data shall be accurate and, where necessary, kept up to date.
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.
6. Personal data shall be processed in accordance with the rights of data subjects.
7. Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.

Responsibility for upholding this policy is truly organisation wide under the Managing Director who encourages the personal commitment of all staff to address data protection as part of their skills.

Signed: - 

Date: 22/5/18

Managing Director