Pipcall Ltd UK GDPR Policy

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## 1. Introduction

Pipcall Ltd is committed to complying with the UK General Data Protection Regulation (UK GDPR) and ensuring the protection of personal data and privacy rights of individuals. This policy outlines our approach to data protection and privacy and the measures we have in place to comply with the UK GDPR.

## 2. Policy Scope

This policy applies to all employees, contractors, consultants, and third parties who process personal data on behalf of Pipcall Ltd.

## 3. Data Protection Principles

Pipcall Ltd adheres to the following data protection principles:

### 3.1. Lawfulness, Fairness, and Transparency

Personal data is processed lawfully, fairly, and transparently, with individuals informed of the purposes of processing.

### 3.2. Purpose Limitation

Personal data is collected and processed for specific, legitimate purposes and not further processed in a manner incompatible with those purposes.

### 3.3. Data Minimisation

Only necessary personal data is processed, and data is not kept longer than necessary for the intended purpose.

### 3.4. Accuracy

Reasonable steps are taken to ensure the accuracy of personal data, and inaccurate data is rectified without delay.

### 3.5. Storage Limitation

Personal data is stored securely and only for as long as necessary, considering the purpose for which it was processed.

### 3.6. Integrity and Confidentiality

Appropriate security measures are in place to protect personal data from unauthorized access, disclosure, alteration, or destruction.

### 3.7. Accountability and Records

Pipcall Ltd maintains records of data processing activities and ensures accountability throughout data processing.

## 4. Data Subject Rights

Pipcall Ltd recognizes data subjects' rights and provides mechanisms for individuals to exercise their rights under the UK GDPR, including:

The right to be informed

The right of access

The right to rectification

The right to erasure (right to be forgotten)

The right to restrict processing

The right to data portability

The right to object

Rights related to automated decision-making and profiling

## 5. Data Protection Officer (DPO)

Pipcall Ltd has appointed a Data Protection Officer (DPO) responsible for overseeing data protection activities, compliance with the UK GDPR, and responding to data subject requests and inquiries.

## 6. Data Breach Notification

Pipcall Ltd has established procedures for identifying, reporting, and addressing personal data breaches in accordance with the UK GDPR requirements.

## 7. Data Processing Records

Pipcall Ltd maintains records of data processing activities, including purposes, categories of data, recipients, and retention periods.

## 8. Data Protection Impact Assessments (DPIAs)

DPIAs are conducted when processing activities are likely to result in a high risk to data subjects' rights and freedoms.

## 9. International Data Transfers

Pipcall Ltd ensures that international data transfers comply with the UK GDPR, including the use of Standard Contractual Clauses (SCCs) or other appropriate safeguards.

## 10. Employee Training and Awareness

All employees receive training and ongoing awareness programs to understand their responsibilities and obligations under the UK GDPR.

## 11. Third-Party Data Processors

Third-party data processors engaged by Pipcall Ltd are contractually bound to comply with data protection requirements and to protect personal data.

## 12. Data Protection Policy Review

This policy will be reviewed regularly to ensure its effectiveness and relevance. Updates will be made as needed to address changes in data processing activities, technology, security threats, and legal requirements.

## 13. Conclusion

Pipcall Ltd's commitment to data protection and privacy is integral to our operations. This UK GDPR Policy serves as a foundation for our data protection practices and ensures our compliance with the UK GDPR. All employees and authorized users are required to understand and adhere to this policy to protect the rights and privacy of individuals whose data we process.