
Data Protection Policy Statement

Calabash Group Services is committed to conducting its business in compliance with all applicable Data Protection laws, notably the General Data Protection Regulations (GDPR) which came into effect on 25 May 2018, and in line with the highest standards of ethical conduct. The Regulations cover both written and computerised information and the individual's right to see such records.

This policy sets out the expected behaviours of Calabash Group Services Employees and Third Parties in relation to the collection, use, retention, transfer, disclosure and destruction of any personal data belonging to a Calabash Group Service Contact (i.e. the Data Subject). We are committed to processing personal data fairly, lawfully and in a transparent manner.

Personal data is any information (including opinions and intentions) which relates to an identified or identifiable person. Personal Data is subject to certain legal safeguards and other regulations, which impose restrictions on how organisations may process Personal Data. An organisation that handles Personal Data and makes decisions about its use is known as a Data Controller.

Calabash Group Services, as a Data Controller, is responsible for ensuring compliance with the Data Protection requirements outlined in the policy and in line with the principles of good information handling. We ensure that personal data is accurate, secure and, where necessary, kept up-to-date. Non-compliance may expose Calabash Group Services to complaints, regulatory action and fines.

Our leadership team is fully committed to ensuring continued and effective implementation of the policy and expects all Calabash Group Services Employees and Third Parties to share in this commitment. Any breach of the policy will be taken seriously and may result in disciplinary action or business sanction.

Calabash Group Services is London and the South East's premier cleaning company for offices, educational establishments, restaurants and industrial facilities. It enables office managers, school and college administrators, restaurateurs and industrial site managers to be confident that their premises will be cleaned professionally, safely and hygienically, to the highest standards, without breaking their budgets. Since 1984, Calabash Group Services has worked with more than 200 companies, including Hard Rock Café, Conran, RNIB and Les Ambassadeurs Club. To learn more please visit:

www.calabashgroup.org.uk
