

## **STL Power and Process Controls LTD (t/a RTK Control Systems) – Privacy Policy**

STL Power and Process Controls LTD is committed to privacy for everyone who accesses our website and services. We will always comply with prevailing Data Protection Laws and best practices which are designed to ensure that any data you provide us is processed with due care and attention.

Our privacy policy explains:

- What data we collect and why we collect it
- How we use that information
- Your rights

### **Data That We Collect**

The use of our website is generally possible without the provision of personal data.

We collect personal data to provide a better service. This data consists of your name, your company name, company address, e-mail addresses, and phone numbers. We also collect information in the aggregate to provide us with a better understanding of the users of our website as a group, but which does not contain personally identifiable information.

### **How we use the information that we collect**

We use the information that we collect to provide, maintain, protect, improve, and develop our service, and to protect STL Power and Process Controls and our users. When you contact STL Power and Process Controls, we may keep a record of your communication to help resolve any issues that you might be facing. We may use your email address to inform you about our services, such as letting you know about upcoming changes or improvements. Personal data may be transferred to one of multiple service providers, such as a parcel service, who will also use the personal data exclusively for internal purposes on behalf of STL Power & Process Controls.

We do not use cookies, Google Analytics or Google AdWords.

We do not share personal information with companies, organisations, and individuals outside of STL Power and Process Controls unless one of the following circumstances applies:

- With your consent
- For external processing
- For legal reasons

We hereby note that the transmission of data via the internet (e.g. email communication) may contain security gaps. The seamless protection of data from third-party access is not possible. Any person is free to share personal data with us via alternative routes, for example over the phone.

### **Your rights**

Personal data is only stored for as long as is necessary for the purpose of the supply of our service. You have the right to unpaid confirmation as to whether or not your personal data is being processed and the source thereof, recipients, and the purposes of the processing as well as the right to rectification and erasure. Furthermore, you have the right to receive the personal data in a structured, commonly used, machine-readable and interoperable format.

### **Data Controller:**

Mr Sam A. Samad

**RTK Control Systems (*trading name of STL Power & Process Controls Ltd*)**

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