

Guardian Electrical Compliance Ltd

DATA PROTECTION – GDPR REGULATIONS POLICY

Issue date: 07/01/2026 Issue number: 11 Issued by: Robert Armitage

1. Statement of Policy

Guardian Electrical Compliance Ltd (Guardian) needs to collect and use certain types of information about the

Individuals or Service Users with whom they come into contact in order to carry on our work.

This personal information must be collected and dealt with appropriately whether it is collected in written form,

stored in a computer database, or recorded on other material.

Data is collected and processed in such a way as to fully comply with the General Data Protection Regulations 2018

(GDPR).

Our policy is designed to comply with the principles of GDPR in order to ensure that data is processed:

- i. In a fair and lawful manner
- ii. For specific and lawful purposes
- iii. It is adequate, relevant and not excessive
- iv. It is accurate and up to date
- v. Retention period for data is reasonable and in accordance with the stated purpose
- vi. Access rights to personal data is in accordance with GDPR Regulations
- vii. Data is securely retained
- viii. Data transfer is provided for securely where applicable

Policy Statement Reviewed and Signed 7th January 2026



Ian Carnall IEng MIET
Managing Director

