



Privacy Policy

Medical Disposables Limited, take protection of your personal data extremely seriously and strictly adhere to the rules laid out by the latest data protection laws. The following policy provides an overview of how we ensure this protection and what kind of data is collected and for what purpose when using this website and our services.

Medical Disposables Limited is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website or our services, then you can be assured that it will only be used in accordance with this privacy policy.

Medical Disposables Limited may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 24th May 2018.

COLLECTION OF PERSONAL DATA

We collect all or some of the following data

CLIENTS / SUPPLIERS

- Full Business Name and Address
- Contact Names / Trade Contact Names
- VAT Number
- Email Addresses
- Telephone Numbers

EMPLOYEES

- Name
- Job Title
- Contact information including email, telephone numbers and postal address
- Bank Details

HOW WE USE THIS INFORMATION

We may use your data for the following:

- Communications between both parties: for example, the receiving of orders.
- Invoicing (Our accountant has access to the Quickbooks accountancy software, but this is only used directly for accounting purposes).
- Internal record keeping.

Registered Office: 9, Farington Close, Maidstone, Kent, ME16 0WN

Directors: Daniel Holmes & Neil McDermott

Registered in England No. 9962955



- Methods of contact
 - Email
 - Telephone
 - Letter
 - In Person

Medical Disposables Limited will NOT use your information for:

- Marketing
- Pass on your information to third parties, unless by mutual arrangement and with your consent.

SECURITY

In order to protect your personal data, we have put certain measures in place.

- Password protected access
- Anti-virus and Malware protection
- Access is restricted to key employees

WHY DO WE COLLECT PERSONAL DATA AND HOW LONG DO WE KEEP IT?

The data outlined in the above sections may be required from time to time in order to provide you with the best possible service and experience when using our website and services. Key areas we use this data for are Internal record keeping. This includes sales invoices.

We will retain personal data for no longer than necessary for the intended purpose. If we have not had contact for three years, we will class the relationship as dormant and delete personal details, unless required for tax purposes where it will be retained for 6 years. Invoices are held for a minimum of 6 years to allow us to offer complete transparency if we were to face a tax inspection.

INDIVIDUAL RIGHTS

You have a number of other rights in respect of your personal information under applicable DP Law. These include the right to access or obtain copies of your personal information and to have inaccurate information about your details corrected.

CONTACT FORMS

Our website will not store any information submitted when using any contact forms within our website or any email links within our website. We will not pass information to be processed by any of the third-party data processors. Data entered is simply used to create an email that is sent directly to sales@medicaldisposables.co.uk using the simple mail transfer protocol (SMTP).

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HOW WE STORE YOUR PERSONAL INFORMATION

All data held by Medical Disposables Limited is secure and contained within our 1&1 software providers servers and is not accessible from any other external source.

LEGITIMATE INTEREST

We are collecting your information to respond to your request and for no other reason.

Such data will not be transferred to third parties unless this is specifically requested by yourself.

RIGHT TO OBTAIN INFORMATION AND REVOCATION

You have the right to request information from us about the data stored about you with us at any time, as well as to their origin, recipients or categories of recipients to whom this data is transmitted, and the storage purpose.

ADDITION INFORMATION

Your trust is important to us. That is why we are always available to talk with you at any time and answer any questions concerning how your data is processed. If you have any questions that could not be answered by this privacy policy or if you wish to receive more in- depth information about any topic within it, please contact the us at any time at sales@medicaldisposables.co.uk.

ADDRESS

9, Farington Close

Maidstone

Kent

ME16 0WN

Phone: 01622 727654

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