

## **PRIVACY POLICY**

This is the privacy policy of **SK Electrical Ltd.** In this document, 'we', 'our', or 'us' refers to **SK Electrical Ltd.**

This policy will explain how personal data is collected and used when you visit our website.

### **What data do we collect?**

The personal data collected depends on how you use our website - you can browse the website and you can fill in a form requesting further information.

### **How do we collect your data?**

When you visit our website, your visit is recorded via cookies. This data is completely anonymous and is used by us to collate and monitor visitor activity and patterns of usage. If you use a form on the website to contact us electronically, a record will be made of your name, email address and telephone number.

### **How will we use your data?**

We will use your data to respond to enquiries submitted to us electronically via a form on the website.

### **How do we store your data?**

We store your data electronically and manually. Electronic data is securely stored on our ICT systems and manual data is securely stored on site at AB12 3PY.

### **Marketing**

Your data will not be used for any marketing purposes.

### **What are your data protection rights?**

You have the following rights with respect to your personal data:

- The right to access - you have the right to request copies of your personal data.
- The right to rectification - you have the right to request that we correct any information you believe is inaccurate.
- The right to erasure - you have the right to request your personal details are erased.
- The right to restrict processing - you have the right to object to any processing of your personal data.
- The right to data portability - you have the right to request that any data that we have collated be transferred to another organisation or directly to you.

If you would like to exercise any of these rights, please email [info@skelectrical2020.co.uk](mailto:info@skelectrical2020.co.uk) or call us on 07843 236630. We will respond to your request within one month of receipt.

### **What are cookies?**

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. We use cookies to collate and monitor visitor activity and patterns of usage. For further information, visit [All About Cookies](#).

### **Other websites**

Our website may contain links to other websites. This privacy policy applies only to our website, if you click on a link to another website you should also read their privacy policy.

### **Contact details**

SK Electrical Ltd

Aberdeen AB12 3PY

Website - [www.skelectrical2020.co.uk](http://www.skelectrical2020.co.uk)

Email – [info@skelectrical2020.co.uk](mailto:info@skelectrical2020.co.uk)

Tel – 07843 236630

Our privacy policy is kept under regular review and is current as of June 2023.