



DATA PROTECTION POLICY STATEMENT

Highlander are fully committed to compliance with the requirements of the Data Protection Act 1998 (“the Act”), which came into force on the 1st March 2000. We will therefore follow procedures that aim to ensure that all employees, contractors, agents, consultants, partners or other servants of the company who have access to any personal data held by or on behalf of the company, are fully aware of and abide by their duties and responsibilities under the Act.

In order to operate efficiently, Highlander has to collect and use information about people with whom it works. These may include members of the public, current, past and prospective employees, clients and customers, and suppliers. In addition, it may be required by law to collect and use information in order to comply with the requirements of central government. This personal information must be handled and dealt with properly, however it is collected, recorded and used, and whether it be on paper, in computer records or recorded by any other means, and there are safeguards within the Act to ensure this.

Highlander regards the lawful and correct treatment of personal information as very important to its successful operations and to maintaining confidence between the company and those with whom it carries out business. The company will ensure that it treats personal information lawfully and correctly.

To this end the company fully endorses and adheres to the Principles of Data Protection as set out in the Data Protection Act 1998.

Signed April 2017
Joint Managing Directors

Brian Bingham

Stephen Duffy