



Lenpart Ltd

Website Privacy Policy

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Introduction

Lenpart Ltd (“we”, “our”, “us”) is committed to protecting your privacy and handling your personal data responsibly. This Privacy Policy explains how we collect, use, store, and protect personal information obtained through our website www.lenpart.co.uk, in accordance with the **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**.

This policy applies to visitors, clients, suppliers, and business contacts interacting with our website or digital services.

2. What Information We Collect

We may collect and process the following categories of personal data:

Category	Examples	Purpose	Legal Basis
Contact Data	Name, company name, job title, email address, phone number	Responding to enquiries, providing quotes, managing client relationships	Legitimate interests / Contract
Transactional Data	Purchase orders, invoices, payment details	Managing commercial transactions and supplier relationships	Contract / Legal obligation
Technical Data	IP address, browser type, device identifiers, usage logs	Website analytics, performance monitoring, and security	Legitimate interests
Marketing Data	Preferences, engagement metrics, newsletter subscriptions	Sending updates, offers, and insights (with consent)	Consent
Recruitment Data	CVs, employment history, references	Processing job applications	Consent / Contract

We do **not** collect sensitive personal data through our website.

3. How We Use Your Data

We use personal data to:

- Respond to enquiries and provide quotations or proposals.
- Manage contracts, orders, and supplier relationships.
- Improve website functionality and user experience.
- Send marketing communications (only with consent).
- Comply with legal and regulatory obligations.

We never sell personal data to third parties.

4. Data Security

Lenpart Ltd implements robust technical and organisational measures to protect personal data, including:

- Access controls and authentication protocols.
- Encryption of data in transit and at rest.

- Secure servers and firewalls.
- Regular employee training on data protection.
- Incident response and breach notification procedures.

These measures reflect the principles outlined in our internal **Data Protection Policy (2024)**.

5. Data Transfers

If we transfer data outside the UK or European Economic Area (EEA), we ensure adequate safeguards such as:

- **UK adequacy decisions;**
- **Standard Contractual Clauses (SCCs)** approved by the European Commission; or
- **Binding Corporate Rules** for intra-group transfers.

6. Data Retention

We retain personal data only as long as necessary for the purposes collected or as required by law. Typical retention periods:

- Client and supplier records: up to 7 years post-contract.
- Marketing data: until consent is withdrawn.
- Recruitment data: up to 12 months unless employment is offered.

Data is securely deleted or anonymised after expiry.

7. Your Rights

Under UK GDPR, you have the following rights:

- **Access** – obtain a copy of your personal data.
- **Rectification** – correct inaccurate or incomplete data.
- **Erasure** – request deletion (“right to be forgotten”).
- **Restriction** – limit processing in certain circumstances.
- **Portability** – receive your data in a structured format.
- **Objection** – object to processing, including marketing.

To exercise these rights, contact our **Data Protection Officer (DPO)** using the details below.

8. Sharing Your Data

We may share data with trusted third parties such as:

- IT and hosting providers;
- Payment processors;
- Professional advisers (legal, accounting);
- Regulatory authorities when legally required.

All third parties are bound by confidentiality and data protection obligations.

9. Cookies and Analytics

Our website uses cookies to enhance functionality and analyse usage.

- **Essential cookies** – required for site operation.
- **Analytics cookies** – help us improve performance.
- **Marketing cookies** – used only with consent.

You can manage cookie preferences via your browser settings or our cookie banner.

10. Contact Details

Data Protection Officer (DPO)

Lenpart Ltd

Unit 8 Quadrant Court, Thames Street, Crossways Business Park, Dartford, Kent, DA9 9AY

Email: info@lenpart.co.uk

Phone: **0208 853 5005**

11. Updates to This Policy

We review this Privacy Policy annually or when legislation or business practices change.

Updates will be posted on www.lenpart.co.uk/privacy with a revised effective date.

Summary

This Privacy Policy ensures transparency, accountability, and compliance with UK GDPR, mirroring Lenpart's internal Data Protection Policy while adopting best-practice clarity and structure from leading B2B organisations.