



Privacy Policy – Client Buddy Scheme

As the Construction Clients' Leadership Group (CCLG), we are committed to respecting and protecting your privacy. This policy explains why we collect personal data, how we use it and how we keep it secure.

When you access the client buddy scheme, you give us permission to process your information and contact you. You do this by completing the client buddy form and ticking a consent box.

We have a Data Protection regime in place and will take all reasonable steps to make sure personal data is secure and is stored and processed in accordance with GDPR regulations and all applicable laws.

All the personal data we process is processed by the Operations Director and the Communications manager and stored in the UK.

Your personal data is also shared with the client buddy in order that they may make contact with you to arrange the client buddy call, this may be by phone or by email initially. Client buddies are acting on behalf of the CCLG and as such are required to act in accordance with this data protection policy.

No 3rd parties have access to your personal data.

CCLG will do the following:

- We will only send communications to you which relate specifically to the client buddy scheme and for no other purpose
- We will store data securely, in a password-protected file on the hard drive of a password-protected PC.
- CCLG will Inform individuals immediately of any data breach.
- CCLG will not share personal data with any third parties.

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What are your rights?

If at any point you believe the information we process on you is incorrect you request to see this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact gren.tipper@cclg.co.uk who will investigate the matter.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO).