

Privacy Policy



Managing Director
Mark Brodie

Registration Number: 07560067

VAT Number: 109 3383 20

The following Privacy Policy (the policy) sets out important information relating to the handling of your (can be referred to as 'you' 'yourself') personal information by OPED UK Ltd. It explains the way in which your personal data is used, stored and processed.

OPED UK Ltd (can be referred to as 'We' 'Us' 'The Company') is registered in the UK trading from the address Unit 5 Avro Business Centre, Avro Way, Bowerhill, Melksham SN12 6TP

The personal information we collect is your name, address, and contact details including email and telephone. This data will be provided to us directly by you through one of the following means:

- By completing the electronic data form on our website when buying goods from our online shop.
- When corresponding with us through email, telephone, post or social media.

We use your data for general correspondence and order processing. We make every effort to keep your personal information accurate and up to date, but in some cases, we are reliant on you as the data subject to notify us of any necessary changes to your personal data. If you tell us of any changes in your circumstances, we can update the records with personal data you choose to share with us.

Your data will never be shared with any external company for the purposes of marketing, neither will we use your data to contact you for marketing or sales reasons without the explicit prior consent given to us at the point of original contact for receiving your personal data.

Our processing of all personal data complies with the General Data Protection Regulation principles set out by the Information Commissioners Office (ICO).

The personal data we collect may be held as an electronic record within our website logs or within our warehouse management system, or within our archived email system or as a file on our server. They may also be held as a physical paper record. These records can only be accessed by those staff members who require the information to carry out their jobs. The data may also be shared with a third-party organisation when necessary for shipping purposes (name, address and telephone number will be provided to FedEx or Royal Mail when sending goods purchased)

We will keep personal data for no longer than necessary and will be securely deleted/disposed of when no longer required.

If you do not agree with this Policy, do not use our products and services, or provide OPED UK Ltd with your personal data.

Right to object and restrict

You have the right to request the removal of your personal information from our systems at any time. You have the right to ask us to restrict the processing of your personal information in certain circumstances. You have the right to object to the processing of your personal information in certain circumstances.

Data Portability

You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

You can action these rights by contacting us directly by letter, email or telephone at:

OPED UK Ltd.

Unit 5

Avro Way

Bowerhill

Melksham

SN12 6TP

01380 722177

enquiries@oped.biz

Communications from us will normally be by email. It is therefore essential for you to maintain an effective and secure email address or you may not receive information or important updates relating to our service or the status of your order.

If you have any concerns regarding the way we hold or process your data and wish to make a complaint, you can direct your complaint directly to the ICO

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>