

**New Data Protection and Privacy Rules**

You will almost certainly be aware that the latest data protection regulations (called the GDPR) are changing from 25 May 2018 – these affect the way in which the Medina Marine Services Ltd (MMS) keeps your personal information. To comply with the GDPR, we have adopted a Data Protection and Privacy Policy.

Personal information is any information that can be used to identify Users, including full names, date of birth, sex, email and postal address, telephone numbers, personal health details, photographs, purchases of goods and services and credit/debit card details.

MMS has a firm commitment to comply with the current Data Protection Legislation and particularly with your rights under the legislation. Specifically:

- We will not sell or transfer personal information to any third party without your permission.
- We will make all reasonable efforts to protect your privacy and to maintain the security of all personal information held by MMS centrally.
- We will treat your personal information in accordance with our Data Protection and Privacy Policy and current UK Data Protection legislation.
- No personal information will be stored, processed or published relating to minors under the age of 16 without the consent of a parent or guardian or of an officer of an educational establishment.

Please be assured that your data is now more secure than at any time in the past. You need take no immediate action. We obviously need some limited personal details to run the company and to offer you the service you expect but we undertake to handle this data securely.

For more information or for clarification of our policy, please email me at info@medinamarineservices.co.uk

Russell Jolliffe
Environment, Risk and Data Manager