

May 2018

PROCESSOR AGREEMENT.

Multiplex Engineering Ltd has prepared this document to meet the requirements of the GDPR (General Data Protection Regulation) and covers the obligation on the Processor to act in accordance with the Regulation in the processing of data from our Customers, Suppliers, Associates and Employees. Multiplex Engineering Ltd uses data solely to facilitate trading with its Customers and Partners and for general correspondence with your Staff on an ongoing basis. The information that we hold is retained with our own data, within our own business system, and is backed-up daily for security but will be deleted under the following events:

On expiry of a specific contract.
Upon request by you.

Data Processor

Multiplex Engineering Ltd is the data controller for the data and the Processor is the data processor for the data. The Data Processor agrees to process the data only in accordance with Data Protection Laws and with specific regard to:

- Only process the data for completing the Services and shall not transfer the data (or any part thereof) outside of Multiplex Engineering Ltd, or divulge to any 3rd Party without your express permission.
- Will ensure that all employees and other representatives accessing the data are aware of the terms of this Agreement and have received comprehensive training on Data Protection Laws and related good practices and bound by a commitment of confidentiality.
- Ensure that adequate measures are implemented to maintain a level of security appropriate to the safe retention of the data held.
- Not divulging any such data to a 3rd Party without written consent.
- Ensuring compliance with the obligations of the GDPR in respect of notification of any data breach and communication of such to individuals and any necessary consultation with Regulatory bodies.
- Securely delete the data at the end of any services agreement, or upon specific request by the individual.