

The Safety Circle Limited

TERMS OF BUSINESS

THE SAFETY CIRCLE LIMITED

Our Services

We provide a full range of technical and risk management services for clients.

After we have assessed your needs we will make recommendations and offer advice on the level of service required to meet your needs.

The observations made during site visits are not intended to be an exhaustive list and the responsibility for assessing and controlling risks to health and safety arising from your work rests with you, the employer.

A contract will be issued in writing outlining the services agreed over an annual period (unless otherwise stated) between The Safety Circle limited and the company we are representing.

You're Responsibilities

It is your responsibility to provide us with complete and accurate information in order for us to properly assess the risks faced by your business.

Remuneration

We normally accept payment by cash, cheque, BACCs payments, direct debit and or standing order.

Confidentiality and Data Protection

All personal and sensitive information about our customers is treated as private and confidential.

We will only use and disclose the information we have about customers in the normal course of business and will not disclose any information to third parties without their written consent. The exception to this will be where information is requested via an enforcing authority as part of an investigation. Unless we are notified of any changes, we shall assume that the information we hold is correct and shall use as the basis for recommendations we make regarding your business.

Under the terms of The GDPR (General Data Protection Regulation), individuals have a right to see personal information that we hold about them in our records. A charge may be made for this service. If you wish to exercise the right to have any other related queries, you should write to us at the above address.

By signing this contract you are confirming that you are consenting to The Safety Circle Limited holding and processing your personal data for the following purposes.

- Completion and storage of risk management documentation as per our contractual obligations
- Storage of contact details including email addresses and telephone numbers in order for use to contact you, in relation to our contractual obligations.

You can withdraw or change your consent at any time by contacting Miss Pauline Price, The Safety Circle limited. 12 Royds Close, Hartford. Northwich. CW8 1ND. Or pauline@thesafetycircleltd.co.uk

Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.

Use for Marketing Purposes

We do not use any information held about you for marketing purposes

Complaints

It is our intention to provide you with a high level of customer service at all times. If there are occasions when you feel we failed to meet these standards and you wish to register a complaint, please contact the member of staff you were dealing with, either verbally or in writing at the above address.

They will take details of your concerns and we will then acknowledge, in writing, advising you of who is dealing with the matter.

Similarly if an employee of The Safety Circle Limited wishes to make a complaint in relation to the company or an individual of the company they are representing then this will be brought to the attention of a senior person identified within that business.

Governing Law

This agreement shall be governed by the laws of England and Wales and the parties agree there with that any dispute arising out of it shall be subject to the exclusive jurisdiction of English courts, unless both parties agree otherwise.

The information provided to you reflects current legislation at the time the contract is drawn up. Any future changes in law that therefore may affect the work we do on your behalf cannot be accounted for, and may require an amendment to the contract. This will be brought to your attention and discussed accordingly.