

Prescott Instruments Ltd. Privacy Policy

Data Protection Information Concerning Your Contractual Relationship with Prescott Instruments Ltd.

We at Prescott Instruments Ltd. take protection of your personal data very seriously. Personal data means any information that can personally reference you, such as your name, address, email addresses, etc. The following policy provides you with information about the collection of personal data in relation to the administration of the contractual relationship between you and Prescott Instruments Ltd.

A. Controller

Prescott Instruments Ltd. is your contractual partner and controller of your personal data in accordance with Art. 4 para. 7 General Data Protection Regulation (“GDPR”).

B. Data Protection Officer

Any and all enquiries relating to data protection should be sent to enquiries@prescott-instruments.com.

C. Categories of Data

I. Product and/or Services Enquiry

When you contact Prescott Instruments Ltd. to enquire about our products and services, Prescott Instruments Ltd. collects your **name**, your **email address** if you contacted us via email, otherwise your **telephone number** if you contacted us via telephone, and the **time** and **date** of your enquiry.

II. Customers

When you place an order with Prescott Instruments Ltd., we will collect your **name**, your **email address** if you contacted us via email, otherwise your **telephone number** if you contacted us via telephone, and the **time** and **date** of your order.

III. Feedback

When you provide feedback concerning your experience of Prescott Instruments products and services, Prescott Instruments Ltd. will collect your **name**, **email address** and **telephone number**, if you chose to provide us with therewith. If you attach any **data**, **reports** or **screenshots**, Prescott Instruments Ltd. will also collect these.

IV. Support

When you contact our support team we will collect your **name**, your **email address** if you contacted us via email, otherwise your **telephone number** if you contacted us via telephone, and the **time** and **date** of your request. If you attach any **data**, **reports** or **screenshots**, Prescott Instruments Ltd. will also collect these.

D. Purpose and Legal Basis for Processing

I. Product and/or Services Enquiry

If you place an enquiry with Prescott Instruments Ltd., we need to process your personal information in order to answer your enquiry. Legal basis for processing your personal data outlined under C. I. is Art. 6 para. 1 lit. b) GDPR.

II. Customers

If you place an order with Prescott Instruments Ltd., we need to process your personal information in order to complete the transaction of our products and services. Legal basis for processing your personal data outlined under C. II. is Art. 6 para. 1 lit. b) GDPR.

III. Feedback

If you provide feedback to Prescott Instruments Ltd., we need to process your personal information for the administration and enhancement of the contract with you. Legal basis to process your personal data outlined under C. III. is Art. 6 para. 1 lit. b) GDPR.

IV. Support

If you require support from Prescott Instruments Ltd., we need to process your personal data in order to assist you. Legal basis for processing your personal data outlined under C. IV. is Art. 6 para. 1 lit b) GDPR.

V. Other

Where it is necessary for compliance with a legal or regulatory obligation that we are subject to, we process your personal data according to Art. 6 para. 1 lit. e) GDPR.

E. Recipients

Prescott Instruments Ltd. has strong technical and organisational security measures to protect personal data against unauthorised disclosure and to ensure that only relevant individuals, which act within their job description and have a need to know interest in accessing personal data, will have access to your personal data. Prescott Instruments employees, who administer and enhance the contractual relationship with you will receive access to your personal data. If you are a customer, employees who are concerned with processing such transactions will receive access to your data. In case you contact our support, our employees who are engaged in providing support will handle your personal data to the extent required to answer your request.

However, we also instruct third parties, such IT maintenance and storage service provider, to help us to operate our business. These third party providers may receive access to personal data through the service they provide. Prescott Instruments has chosen these third parties with due care and obligated them to confidentiality. Should you have any questions about third parties we use, please contact us at enquiries@prescott-instruments.com.

We will not share your personal data with local authorities or courts except where we are required to do so by applicable law, a court order or a legally binding injunction.

F. Retention Periods for Personal Data

Prescott Instruments Ltd. retains your personal data for the duration of our contractual relationship with you. Once this contractual relationship terminates, Prescott Instruments Ltd. will delete your personal data, unless Prescott Instruments Ltd. is legally obligated to retain personal data.

We will keep your personal information only where it is necessary to provide you with our products or services while you are a customer. We may also keep your information after this period but only to meet our legal or regulatory requirements.

G. Statutory/Contractual Requirement

You may choose not to provide your personal data or provide incomplete personal data. However, you should be aware that you may not be able to engage in a contractual relationship with us or receive adequate support.

H. Automatic Decision-Making and Profiling

Prescott Instruments Ltd. does not use your personal data for automatic decision-making and profiling.

I. Your Rights

You may contact us either in writing or by email at enquiries@prescott-instruments.com in order to exercise the following rights to the extent you are entitled to so under applicable law:

- You may access your personal data to check and review such data;
- You may request a copy of your personal data;
- You may demand that we supplement, correct or delete your personal data; or cease or restrict the collection, processing, use or disclosure of your personal data; the right of rectification also comprises the right to have incomplete personal data completed, including by means of providing a supplementary statement;
- You may object to the processing of your personal data;
- You may request to receive your personal data in a structured, commonly used and machine-readable format and – subject to your acquisition of the respective copyrights or other required rights - have it transmitted to another controller, provided that the processing is based on your respective consent or to execute a contractual relationship or a relationship prior to entering into a contract with you;
- You have the right to lodge a complaint with a supervisory authority in relation to the processing of your personal data. In order to file a complaint, please contact the supervisory authority competent for your place of residency.