

Privacy Policy

Who We Are

Harran Limited ('we' or 'us' or 'our') gather and process your personal information in accordance with this privacy policy and in compliance with the GDPR, Data Protection Act 2018 and any other relevant data protection Regulation and laws. This policy provides you with the necessary information regarding your rights and our obligations, and explains how, why and when we process your personal data.

Harran's registered office is at Cothal House, Cothal View, Pitmedden Road Industrial Estate, Dyce, Aberdeen AB21 0BA and we are a company registered in Scotland under company number SC 161151. We are registered on the Information Commissioner's Office Register; registration number ZA246122. Our designated email address is GDPR@harran.co.uk.

Information That We Collect

Harran Limited processes your personal information to meet our legal, statutory and contractual obligations and to provide you with our products and services. We will never collect any unnecessary personal data from you and do not process your information in any way, other than as specified in this notice.

The personal data that we collect is: -

- Name
- Business email
- Business contact telephone number and mobile if it's provided
- Job title

We collect this information via business correspondence including emails, letters and business cards.

How We Use Your Personal Data (Legal Basis for Processing)

Harran takes your privacy very seriously and will never disclose, share or sell your data without your consent; unless required to do so by law. We only retain your data for as long as is necessary and for the purpose(s) specified in this policy. The purposes and reasons for processing your personal data are detailed below: -

- We collect your personal data in the performance of a contract or to provide a service and to ensure that orders are completed and can be sent out to your preferred address
- We collect and store your personal data as part of our legal obligation for business accounting and tax purposes
- We will occasionally send you marketing information where we have assessed that it is beneficial to you as a customer and in your interests. Such information will be non-intrusive and is processed on the grounds of legitimate interests

Your Rights

You have the right to access any personal information that Harran processes about you and to request information about: -

- What personal data we hold about you
- The purposes of the processing
- The categories of personal data concerned
- The recipients to whom the personal data has/will be disclosed
- How long we intend to store your personal data for
- If we did not collect the data directly from you, information about the source

If you believe that we hold any incomplete or inaccurate data about you, you have the right to ask us to correct and/or complete the information and we will strive to do so as quickly as possible; unless there is a valid reason for not doing so, at which point you will be notified.

You also have the right to request erasure of your personal data or to restrict processing (*where applicable*) in accordance with the data protection laws; as well as to object to any direct marketing from us.

If we receive a request from you to exercise any of the above rights, we may ask you to verify your identity before acting on the request; this is to ensure that your data is protected and kept secure.

Sharing and Disclosing Your Personal Information

We do not share or disclose any of your personal information without your consent, other than for the purposes specified in this notice or where there is a legal requirement. We use third-parties to provide various services and business functions; however, all processors acting on our behalf only process your data in accordance with instructions from us and comply fully with this privacy notice, the data protection laws and any other appropriate confidentiality and security measures.

OEG Offshore

As a third-party vendor, OEG Offshore provides cross-hire containers and cargo baskets. We share some of your information with them in order to meet business requirement. For more information about OEG Offshore, please read their Privacy Notice at https://www.oegoffshore.com/65_WebsitePrivacyPolicy.html

Transfers Outside the EU

Personal data in the European Union is protected by the General Data Protection Regulation (GDPR) but some other countries may not necessarily have the same high standard of protection for your personal data. We do not transfer or store any of your personal data outside the EU.

Consequences of Not Providing Your Data

You are not obligated to provide your personal information to us. However, as this information is required for us to provide you with our products and services including delivery of your products, we will not be able to offer some/all our services without it.

How Long We Keep Your Data

Harran only ever retains personal information for as long as is necessary and we have strict review and retention policies in place to meet these obligations. We are required under UK tax law to keep your basic personal data (name, address, contact details) for a minimum of 6 years after end of business relationship with you and by which time it will be destroyed.

Lodging A Complaint

Harran Limited only processes your personal information in compliance with this privacy policy and in accordance with the relevant data protection laws. If, however you wish to raise a complaint, please contact our Data Protection team at GDPR@harran.co.uk. Alternatively, you can register a complaint with the Information Commissioners Office.