



Hille Ltd

Unit 27, Rassau Industrial Estate, Ebbw Vale, Gwent NP23 5SD
Telephone 01495 352187 Fax 01495 306646

Privacy Policy

Last Updated Date: May 2018

Hille Limited is committed to protecting and respecting your privacy. This Privacy Policy (together with the Terms of Use and other documents referred to in them) explains what personal data Hille Limited collects from and about you when you contact us and vice versa. It will help you understand how we handle, store and protect your personal data.

Who We Are

Hille Limited is a private limited manufacturing company, our principal activities are the sale of educational and contract furniture in addition to trade injection moulding.

Data We Collect

Hille collects the following categories of personal data for marketing and business purposes.

1. Contact details – We may collect information about data subjects such as name and contact details, email, phone number, etc. in order to communicate and facilitate the provision of our business. This may include contact details of individuals who work for or on behalf of the clients.
2. Services details – Personal data may be provided to us by customers to the extent required to perform our business. Hille may also acquire personal data from a third party at the direction of our customer as required to perform some of our services.
3. Marketing information – Hille may collect information to respond to inquiries regarding our products and services or to provide you with information, reports, or updates.
4. Website visitor information – when you visit our website, we may collect information about your visit such as your IP address and the pages you visited and when you use our services we may collect information on how you use those services. Customers and other third parties who provide personal information to Hille must do so in compliance with applicable data privacy regulations.

Processing of Personal Data



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We collect personal data to offer and administer our service and products.

The data you provide to us will be processed in accordance with the purposes specified in this notice, namely:

- To provide the products or perform the services requested by customers and individuals pursuant to a letter of engagement, statement of work, or similar (where the processing is necessary for our legitimate business interests in conducting and managing our business)
- To provide the products or perform the services requested by customers and individuals using our website where the processing is necessary for our legitimate business interests in conducting, managing and developing our business.
- For complying with obligations provided by laws, current regulations and legislation where processing is based on a legal obligation
- For legitimate business purposes to advise you through e-mail, phone call, or post, in the framework of our ordinary commercial relationship, about other products or services similar to the products or services we have provided to you and that we think will be of interest to you where the processing is necessary for our legitimate business interests.
- For marketing purposes. Your details are stored in Hille's customer and contacts database. You will receive communications including updates, which we think are relevant to your interests. Your details will not be given to 3rd parties. In all communications, you will be provided with a link to unsubscribe and you are able to unsubscribe at any time.
- Additionally, you may send a request to unsubscribe to privacy@grantw@hille.co.uk. When we send you email communications, we use a technology which enables us to track who opens particular articles or emails. This helps us to understand which issues are of most interest and helps us improve our service to you by ensuring you continue to receive useful information. It also helps us comply with data protection law, to ensure that the information we hold about you is correct.



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1. For operating and improving Hille's website and your customer experience. For example, we may collect and analyse data on your use of our website and process it for the purpose of improving our online experience.
2. For security purposes. For example, we may use your data to protect Hille against security breaches and to prevent fraud and violation of Hille's' applicable agreements where the processing is necessary for our legitimate business interests.

Whenever we process your personal data for our legitimate interests, we make sure to consider and balance any potential impact on you and your rights under data protection laws. Our legitimate business interests do not automatically override your interests – we will not use your personal data for activities where our interests are overridden by the impact on you unless we have your consent or are otherwise required or permitted to by law. You have the right to object to this processing if you wish.

How Data is Processed

Personal data is processed both manually and electronically in accordance with the above-mentioned purposes and in compliance with current regulations. We permit only authorised Hille employees to have access to your information. Such employees are appropriately designated and trained to process data only according to the instructions we provide them.

Storage of Personal Data

Hille will retain personal data for a reasonable period, taking into account legitimate business needs to capture and retain such information.

Disclosure/Sharing of Personal Data

We only share your personal data with your consent or in accordance with this policy. We will not otherwise share, sell or distribute any of the information you provide to us except as described in this Privacy Notice.

- Hille may be required to disclose personal data in response to lawful requests by public authorities, including meeting national security or law enforcement requirements.



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Your Rights

As a Data Subject you have the following rights concerning your data processed by the Company:

- You have the right to access personal information that the company holds about you.
- You have the right to ask us to rectify information that the company holds about you if it is inaccurate or not complete.
- You can request that Hille erase your personal data. We will keep basic data to identify you and retain it solely for preventing further unwanted processing.
- You have the right to ask Hille to restrict how we process your data. This means we are permitted to store the data but not further process it. We keep just enough data to make sure we respect your request in the future.
- Where processing is based on legitimate interests, you have the right to object to Hille processing your data. The Company will discontinue processing your data, unless we can demonstrate compelling legitimate grounds for the processing. We will keep basic data to identify you and retain it solely for preventing further unwanted processing.

Please contact grantw@hille.co.uk to request access, rectification, or erasure, or to restrict processing, to object to processing, to request data portability.

Identity and contact details of controller and Privacy Manager

- Hille Ltd is the controller and processor of data for the purposes of the DPA
- If you have any concerns as to how your data is processed you can contact:

Grant Whitelaw, Office Manager who is also our Privacy Manager at grantw@hille.co.uk You can write to him at Hille Ltd, Unit 27, Rassau Industrial Estate, Ebbw Vale, Blaenau Gwent, NP23 5SD. 01495 352187