



MJ-ENTERPRISES PRIVACY STATEMENT

This Privacy Statement was published 20th July 2020.

MJ-Enterprises are committed to protect and respect your privacy in compliance with EU-General Data Protection Regulation (GDPR) 2016/679, dated April 27th 2016. This privacy statement explains when and why we collect personal information, how we use it, the conditions under which we may disclose it to others and how we keep it secure. This Privacy Statement applies to the use of our services, marketing and customer contract fulfilment activities. It also applies to individuals seeking a job or volunteering in MJ-Enterprises. This privacy statement includes all aspects of MJ-Enterprises:

- PAT Testing
- B&B
- Mountain Guiding
- DJ/Dancing events.

Who are we?

MJ-Enterprises is the name for a Sole Trader (Morris Rodham) who conducts PAT Testing, provides B&B accommodation, runs guided mountain walks and navigation training, and organises dance events. Morris Rodham is the data controller and our Data Protection Officer can be contacted by email: morris@mj-enterprises.co.uk

When do we collect personal data about you?

- When you stay with us, attend our events, or we undertake PAT Testing for you.
- When you interact with us in person, through correspondence, by phone, by social media, or through our websites.

- When we collect personal information from other legitimate sources, such as third-party data aggregators, MJ-Enterprises marketing partners, public sources or social networks. We only use this data if you have given your consent to them to share your personal data with others.
- We may collect personal data if it is considered to be of legitimate interest, and if this interest is not over-riden by your privacy interests. Before data is collected we make sure an assessment is made, ensuring that there is an established mutual interest between you and MJ-Enterprises.

Why do we collect and use personal data?

We collect and use personal data mainly to invite you to our events, for your safety whilst undertaking our activities, and in order to fulfil your requests from our business. We also collect data about persons seeking a job or working or volunteering in our organisation.

We may use your information for the following purposes:

- Follow up on incoming requests (customer support, emails, chats, or phone calls).
- Send you marketing communications which you have requested. These may include information about our products and services, events, activities, and promotions. This communication is subscription based and requires your consent.
- Contact you to conduct surveys about your opinion on our products and services.
- Process a job or volunteer application.
- We may request medical information to ensure individual and group safety when taking part in mountainous and adventurous activities.

Our legal basis for collecting personal data

Collecting personal data based on consents

The collection of personal data based on consent from the data subject will be done by using a “Consent Form” that will store documentation related to the consent given by the individual. Individual consents will be stored and documented in our systems.

Collecting personal data based on legitimate interest

We may use personal data if it is considered to be of legitimate interest, and if the privacy interests of the data subjects do not override this interest.

Normally, to establish the legal basis for data collection, an assessment has been made during which a mutual interest between MJ-Enterprises and the individual person has been identified. This legal basis is primarily related to our PAT Testing, accommodation provision, mountain guiding, dance events and marketing purposes. We will always inform individuals about their privacy rights and the purpose for collecting personal data.

What type of personal data is collected?

We collect names, phone numbers, and email addresses. For PAT Testing we collect information about assets that have been tested, which are also bar-coded for easy recognition on following visits. For mountain activities we collect medical information. We may also hold information related to and government requirements (eg Track and Trace during pandemics).

We may also collect feedback, comments and questions received from you in service-related communication and activities, such as events, phone calls, documents, and emails. From our websites we may collect IP-address and actions taken on the site.

If you upload photos or videos, add posts or comments, etc. on our FB page or website, the information can be read by anyone with access to the site and used for purposes over which MJ-Enterprises or you have no control. Therefore, MJ-Enterprises is not responsible for any information you submit to these sites.

If you apply for a job at MJ-Enterprises, we collect the data you provide during the application process.

Special Category Data

When MJ-Enterprises provides a service to you we request to collect information that could reveal details of physical or mental health. This information is considered “sensitive personal data” under GDPR and other data protection laws. We only collect this information where it is necessary to deliver our services to you. For example, medical information requested about you and/or your group is to ensure your safety in the mountains away from immediate specialist medical provision. By providing any sensitive personal data you agree that we may collect and use it in order to provide our services and in accordance with this Privacy Policy. If you do not allow us to process any sensitive personal data, this may mean that we are unable to provide all or parts of the services you have requested from us.

All sensitive personal data (eg medical information) will be kept securely and separate from other MJ-Enterprises data.

How long do we keep your personal data?

We store personal data for as long as we find it necessary to fulfill the purpose for which the personal data was collected, while also considering our need to answer your queries or resolve possible problems, to comply with legal requirements under applicable laws, to attend to any legal claims/complaints, and for safeguarding purposes.

This means that we may retain your personal data for a reasonable period of time after your last interaction with us. Due to tax legislation, payment records from customers need to be kept for a minimum of 6 years. Any information relating to safeguarding concerns will be held indefinitely. When personal data that we have collected is no longer required, we will delete it in a secure manner. We may process data for statistical purposes, but in such cases, data will be anonymized.

Your rights to your personal data

You have the following rights with respect to your personal data:

- The right to request a copy of your personal data that MJ-Enterprises holds about you.
- The right to request that MJ-Enterprises corrects your personal data if inaccurate or out of date.

- The right to request that your personal data is deleted when it is no longer necessary for MJ-Enterprises to retain such data.
- The right to withdraw any consent to personal data processing at any time. For example, your consent to receive e-marketing communications. If you want to withdraw your consent to e-marketing, please e-mail: morris@mj-enterprises.co.uk
- The right to request a restriction on further data processing, in case there is a dispute in relation to the accuracy or processing of your personal data.
- The right to object to the processing of personal data, in case data processing has been based on legitimate interest and/or direct marketing.

Any query about your Privacy Rights should be sent to: morris@mj-enterprises.co.uk

Do we share your data with anyone?

We do not share, sell, rent, or trade your information with any third parties without your consent, except:

- **If required by law.** We will disclose your personal information if required by law or if we, as a company, reasonably believe that disclosure is necessary to protect our organisation's rights and/or to comply with a judicial proceeding, court order or legal process. However, we will do what we can to ensure that your privacy rights continue to be protected.
- **Use of sub-contractors.** We do not currently use sub-contractors. However, if we use sub-contractors to process personal data on our behalf, we are responsible for making sure they commit themselves to adhere to this Privacy Statement and applicable data protection legislation by signing a Data Processing Agreement. If the sub-contractor processes Personal Data outside the EU/EEA area, such processing must be in accordance with the EU Privacy Shield Framework, EU Standard Contractual Clauses for transfer to third countries, or another specifically stated lawful basis for the transfer of personal data to a third country.

Changes to this Privacy Statement

MJ-Enterprises reserves the right to amend this Privacy Statement at any time. The applicable version will always be found displayed on our web-site and at our events. We encourage you to check this Privacy Statement occasionally to ensure that you are happy with any changes.

Your right to complain with a supervisory authority

If you are unhappy with the way in which your personal data has been processed, you may, in the first instance, contact: morris@mj-enterprises.co.uk

If you remain dissatisfied, then you have the right to apply directly to the national supervisory authority for a decision. The supervisory authority for the United Kingdom can be contacted at: Information Commissioner's Office (ICO) ico.org.uk.