

RG Group

Website Privacy Notice

Introduction

RG Group is committed to protecting the privacy and security of personal information.

This Website Privacy Notice explains how RG Group collects, uses and protects personal data obtained through the Company's websites, digital platforms and online communications in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018.

This notice should be read alongside RG Group's Data Protection Policy and any applicable Cookie Policy.

RG Group Limited, or the relevant RG Group company operating the website, acts as the Data Controller for personal data collected through the website.

Information We May Collect

RG Group may collect and process personal data including:

- Name and contact details
- Company or employer information
- Email address and telephone number
- Information submitted through website contact forms
- Recruitment or CV information submitted online
- Marketing communication preferences
- Website usage and analytics data
- IP address, browser and device information
- Information relating to website security and access logs

Information may be collected directly from individuals or automatically through use of the website.

How We Use Personal Data

Personal data may be processed to:

- Respond to enquiries and requests

- Provide information about RG Group services
- Manage recruitment enquiries and applications
- Administer and improve website functionality
- Monitor website performance and security
- Maintain business records
- Comply with legal and regulatory obligations
- Establish, exercise or defend legal claims

Where individuals have agreed to receive marketing communications, RG Group may provide information relating to services, projects, events or business updates.

Individuals may opt out of marketing communications at any time.

Lawful Basis for Processing

RG Group processes personal data where lawful grounds apply, including:

- Legitimate business interests, including responding to enquiries, improving services and maintaining website security
- Performance of a contract or pre-contract enquiries
- Compliance with legal obligations
- Consent, where required for marketing communications or non-essential cookies
- Establishing, exercising or defending legal claims

Cookies and Website Technologies

RG Group websites may use cookies and similar technologies to support website functionality, security and performance.

Cookies may be used to:

- Maintain website operation and user preferences
- Analyse website traffic and usage patterns
- Improve website functionality and user experience
- Support website security and performance monitoring

Where required by law, users will be provided with options to accept or reject non-essential cookies.

Further information regarding the use of cookies is available within the RG Group Cookie Policy.

Marketing Communications

RG Group may send business-related updates or marketing communications where lawful to do so.

Marketing communications may relate to:

- Construction and project services
- Business updates
- Events or industry information
- Recruitment opportunities
- Company news and developments

Individuals may unsubscribe or update their marketing preferences at any time using the opt-out options provided within communications or by contacting RG Group directly.

RG Group does not sell personal data to third parties.

Data Sharing

Personal data may be shared where necessary with:

- IT and website service providers
- Professional advisers
- Recruitment providers
- Regulatory or enforcement authorities
- Approved business partners or contractors supporting website operations

Where third parties process personal data on behalf of RG Group, appropriate safeguards and contractual protections will be in place.

Data Security

RG Group applies appropriate technical and organisational measures to protect personal data against accidental loss, unauthorised access, disclosure, misuse or alteration.

Security measures may include:

- Secure hosting environments
- Access controls and password protection

- Cybersecurity and network protection measures
- Secure handling of electronic communications
- Restricted access to personal information

How Long We Keep Data

Personal data will only be retained for as long as necessary to fulfil the purposes for which it was collected, including legal, regulatory, operational or contractual requirements.

Retention periods are managed in accordance with RG Group's Data Retention procedures.

Your Rights

Individuals have rights regarding their personal data, including the right to:

- Access personal data held about them
- Request correction of inaccurate information
- Request deletion where appropriate
- Restrict or object to processing
- Request transfer of personal data
- Withdraw consent where processing relies upon consent

Requests relating to personal data should be directed to the Data Protection Officer.

Data Protection Officer

RG Group has appointed a Data Protection Officer responsible for overseeing compliance with data protection legislation.

Data Protection Officer:

Chris Lambourn – Director

Email: chris.lambourn@rg-group.org.uk

Address:

RG Group Limited
4 Abbey Wood Road
Kings Hill
West Malling
Kent
ME19 4AB

Regulatory Registration

RG Group Limited is registered with the Information Commissioner's Office (ICO) for data protection purposes.

ICO Registration Number: ZB818120

Further information regarding data protection rights is available from the Information Commissioner's Office.

Complaints

Concerns regarding the handling of personal data should be raised with RG Group in the first instance.

Individuals also have the right to lodge a complaint with the Information Commissioner's Office if they believe their personal data has been handled unlawfully.