

Policy Statement General Data Protection Regulation

SHEWoolf Commitment:

“Our mission is to become essential to our stakeholders, by delivering sustainable compliance solutions and training, that support them with achieving their safety, health, environment and wellbeing aspirations.”

SHEWoolf is committed to protecting the privacy and rights of individuals whose personal information we process. As a safety, health, environment and wellbeing consultancy, we handle only limited personal data and ensure that all processing activities comply with the UK GDPR, the Data Protection Act 2018 and the Privacy and Electronic Communications Regulations (PECR).

Our mission is to deliver sustainable compliance solutions and training that support organisations in achieving their safety, health, environmental and wellbeing aspirations. Protecting personal information is an essential part of this commitment.

This policy applies to:

- personal data processed within SHEWoolf's internal operations.
- personal data processed when delivering consultancy and training services.
- personal data collected through our website, communications and interactions with clients, suppliers and visitors.

SHEWoolf acts as a Data Controller for our own business operations and may act as a Data Processor when handling client information as part of contracted consultancy or training services.

We process personal data in accordance with the following principles:

- Lawfulness, fairness and transparency – ensuring individuals understand how their data is used.
- Purpose limitation – processing data only for legitimate and specified purposes.
- Data minimisation – collecting only the information necessary to deliver our services.
- Accuracy – keeping personal data up to date where required.
- Storage limitation – retaining data only for as long as necessary.
- Integrity and confidentiality – protecting data through secure systems and processes.
- Accountability – demonstrating compliance through our Integrated Management System (IMS).

We process personal data under the following lawful bases:

- Contract – to deliver consultancy and training services requested by clients.
- Legal obligation – to meet regulatory or statutory requirements.
- Legitimate interests – for occasional marketing, business development and promoting good practice.
- Consent – for activities outside contracted services, including testimonials, case studies or optional communications.

Individuals whose data we process have rights under the UK GDPR, including:

- access to their personal data.
- correction of inaccurate information.
- erasure where appropriate.
- restriction or objection to certain processing activities.
- portability of data where applicable.
- These rights can be exercised by contacting us using the details below.

Our privacy notice explains:

- what personal data we collect.
- how we use it.
- how long we retain it.
- how individuals can exercise their rights.

This notice is available on our website and provided when individuals interact with our services.



We may update this policy to reflect changes in legislation, our services or our data protection practices. Significant updates will be communicated through our website or directly where appropriate.

SHEWoolf is registered with the Information Commissioner's Office (ICO) as a Data Controller. Registration number:

- **ZC009372**

You can contact SHEWoolf if you have any requests about your personal data or queries about how we handle it and find out more about our cookies and website privacy notice:

- support@shewoolf.co.uk
- www.shewoolf.co.uk

Responsibility:

SHEWoolf Directors, will:

- monitor compliance with this GDPR Policy and associated IMS procedures.
- ensure our ICO registration is maintained.
- review data protection risks and performance annually.
- ensure privacy notices remain accurate and up to date.
- promote awareness of data protection responsibilities across our operations.

Stephen Woolf Owner/Director

Signed:

A handwritten signature in black ink, appearing to read "S. Woolf".

Date: 15/09/2026