\*\*Kieron's Kitchen GDPR Compliance Policy\*\*

\*Effective Date: 4th September 2023

\*\*1. Introduction\*\*

Kieron's Kitchen Limited ("we," "our," or "us") is committed to protecting the privacy and data rights of individuals, including customers, employees, and business partners. This policy outlines our commitment to compliance with the General Data Protection Regulation (GDPR) and the rights and responsibilities of both the data subjects and our organization concerning personal data.

\*\*2. Data Protection Principles\*\*

Our organization adheres to the following GDPR principles:

\*\*a. Lawfulness, Fairness, and Transparency:\*\* We process personal data lawfully, fairly, and transparently, ensuring individuals are aware of the purposes for which their data is collected and processed.

\*\*b. Purpose Limitation:\*\* We collect and process personal data only for specified and legitimate purposes and do not use it for any other purpose incompatible with those purposes.

\*\*c. Data Minimization:\*\* We collect and process only the personal data that is necessary for the purposes for which it is processed.

\*\*d. Accuracy:\*\* We take reasonable steps to ensure the accuracy of personal data and, where necessary, rectify or erase inaccurate data.

\*\*e. Storage Limitation:\*\* We retain personal data for no longer than is necessary for the purposes for which it is processed.

\*\*f. Integrity and Confidentiality:\*\* We implement appropriate security measures to protect personal data from unauthorized access, disclosure, alteration, or destruction.

\*\*g. Accountability and Transparency:\*\* We demonstrate our compliance with the GDPR and are transparent about our data processing activities.

\*\*3. Data Subject Rights\*\*

We respect the rights of data subjects under the GDPR, including:

\*\*a. Right to Access:\*\* Data subjects have the right to access their personal data held by us.

\*\*b. Right to Rectification:\*\* Data subjects can request the correction of inaccurate or incomplete personal data.

\*\*c. Right to Erasure (Right to Be Forgotten):\*\* Data subjects may request the deletion of their personal data under certain circumstances.

\*\*d. Right to Restriction of Processing:\*\* Data subjects can request the restriction of processing their personal data in certain situations.

\*\*e. Right to Data Portability:\*\* Data subjects have the right to receive their personal data in a structured, commonly used, and machine-readable format.

\*\*f. Right to Object:\*\* Data subjects may object to the processing of their personal data, including for direct marketing purposes.

\*\*4. Lawful Basis for Processing\*\*

We process personal data under one or more lawful bases, as required by the GDPR, including consent, contract performance, legal obligation, vital interests, legitimate interests, and the performance of a task carried out in the public interest or in the exercise of official authority.

\*\*5. Data Protection Officer (DPO)\*\*

We have appointed a Data Protection Officer responsible for ensuring compliance with the GDPR and serving as a point of contact for data subjects and supervisory authorities. You can contact our DPO at k\_robathan@hotmail.com.

\*\*6. Data Breach Notification\*\*

In the event of a data breach that is likely to result in a risk to the rights and freedoms of data subjects, we will notify the appropriate supervisory authority and data subjects, as required by the GDPR.

\*\*7. International Data Transfers\*\*

We may transfer personal data outside the European Economic Area (EEA) when necessary. In such cases, we ensure appropriate safeguards are in place, such as standard contractual clauses or other approved mechanisms, to protect data subject rights.

\*\*8. Data Protection Impact Assessment (DPIA)\*\*

We conduct DPIAs when processing activities are likely to result in high risks to data subjects' rights and freedoms, as required by the GDPR.

\*\*9. Review and Update\*\*

This GDPR Compliance Policy is subject to periodic review and update to ensure ongoing compliance with the GDPR and evolving data protection regulations.

\*\*10. Contact Us\*\*

If you have any questions, concerns, or requests related to GDPR compliance or your personal data, please contact us at k\_robathan@hotmail.com.

Thank you for entrusting Kieron's Kitchen Limited with your personal data. We are committed to protecting your privacy and ensuring the security and lawful processing of your personal information in compliance with the GDPR.