



EAST THAMES  
AGGREGATES  
LIMITED

## East Thames Aggregates Limited Privacy Policy

### **Our contact details:**

Name: East Thames Aggregates Limited

Address: Thames House, The Manorway, Corringham, Essex, SS17 9LA

Phone Number: 01375 640 500

E-mail: [info@etaltd.co.uk](mailto:info@etaltd.co.uk)

### **The type of personal information we collect:**

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)
- Office and mobile phone numbers, email addresses
- Invoicing/Statement postal addresses

## How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- **Contacts for sales/orders and invoicing**
- **Out of hours and emergency reasons**

We do not receive personal information indirectly, from any other sources unless provided by yourselves.

We use the information that you have given us in order to:

- **Ensure that all relevant parties are aware of all contractual obligations**

We may share some information (telephone contacts) with subcontractors and agents working on our behalf.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You can remove your consent at any time. You can do this by contacting [info@etaltd.co.uk](mailto:info@etaltd.co.uk)**
- (b) We have a contractual obligation.**
- (c) We have a legal obligation.**
- (d) We have a vital interest.**
- (e) We need it to fulfil our contractual obligations.**
- (f) We have a legitimate interest.**

## How we store your personal information

Your information is securely stored. On secure local and cloud-based servers, fully supported by malware and antivirus software.

We keep, addresses, telephone numbers and emails, until such time altered or deleted as per written instruction by yourselves. We will then dispose your information by **removing all digital records and shredding any paper related data.**

## Your data protection rights:

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge to exercise your rights.

If you make a request, we have one month to respond to you.

Please contact us at: [info@etaltd.co.uk](mailto:info@etaltd.co.uk) or **Telephone: 01375 640 500**

### Our Postal Address:

East Thames Aggregates Limited,  
Thames House,  
The Manorway,  
Corringham,  
Essex, SS17 9LA.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [info@etaltd.co.uk](mailto:info@etaltd.co.uk), or write to us at:

East Thames Aggregates Limited, Thames House, The Manorway, Corringham, Essex, SS17 9LA, for data protection queries.


You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>



Checked and Authorised by: Mr. J A Rogers (Director)

This 6<sup>th</sup> Day of January 2026 and validated until Sixth Day of January 2027.

