
Data Protection & Privacy Policy

At Zion Construction, we protect the personal data of our customers, partners, employees and all stakeholders. This Data Protection and Privacy Policy sets out the principles by which we collect, use, disclose, store and protect personal data in compliance with applicable data protection laws and industry best practice.

Principles:

- Transparency and Consent: we will collect and process personal data only with the explicit consent of individuals and provide clear and transparent information about how their data will be used.
- Limited Purpose: personal data will only be collected for specific and legitimate purposes and will not be processed in a manner incompatible with those purposes.
- Data Minimisation: we will only collect the personal data necessary for the purposes intended and we will ensure that this data is accurate and up to date.
- Data Security: we will implement appropriate technical and organisational security measures to protect personal data against loss, misuse, unauthorised access or disclosure.
- Data Retention: personal data will be retained only for as long as necessary to fulfil the purposes for which it was collected, as required by applicable data protection laws.
- Individual Rights: we respect the rights of individuals in relation to their personal data, including the right to access, correct, delete, restrict processing and data portability.
- Responsibility: responsibility for compliance with this policy lies with all Zion Construction employees and contractors, who will receive regular training on their obligations in relation to data protection and privacy.

Procedures

1. Data Collection: we will identify the purposes for which personal data is collected and ensure that individuals are informed of these purposes at the time of collection.
2. Use of Data: We will only use personal data for the purposes for which it was collected and will ensure that this data is processed in a fair and transparent manner.
3. Disclosure of Data: We will not share personal data with third parties unless it is necessary to fulfil the purposes for which it was collected or when required by law.
4. International Data Transfer: If personal data is transferred outside the European Economic Area, we will ensure that adequate data protection measures are implemented.
5. Review and Update: This policy will be reviewed regularly to ensure its compliance with applicable data protection laws and industry best practices.

We are committed to regularly reviewing our Data Protection and Privacy Policy, setting measurable goals and objectives, and implementing measures to continuously improve our quality performance.

A handwritten signature in black ink, appearing to read "Silmara Batista".

Silmara Batista
Director