



Redleaf

QUALITY SYSTEMS

Redleaf Quality Systems – Privacy Policy

Effective Date: 11/06/2025

Redleaf Quality Systems (“we”, “our”, or “us”) is committed to protecting the privacy and personal data of individuals who interact with us, in accordance with the UK General Data Protection Regulation (UK GDPR).

1. Who We Are

We are a consultancy business providing ISO and management system support. We do not currently employ staff, nor operate physical premises accessible to the public.

2. Information We Collect

We may collect:

- Contact details (name, email, phone number)
- Business details (company name, address)
- Communication records
- Website analytics and cookie data (see Cookie Policy)

3. How We Use Your Data

We use personal data to:

- Respond to enquiries
- Deliver contracted services
- Issue invoices and manage accounts
- Maintain business records for legal and tax compliance

4. Lawful Basis for Processing

Our lawful bases under UK GDPR include:

- **Contractual necessity**
- **Legitimate interest**
- **Legal obligation**

5. Data Retention

We retain personal data only as long as necessary to fulfil legal, tax, and contractual obligations.



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6. Your Rights

You have the right to access, correct, delete, or restrict the processing of your data. Contact us at mike@redleafquality.co.uk to make a request.


7. Sharing of Data

We do not sell or share personal data with third parties except:

- Where required by law
- To service providers supporting our operations (e.g. accounting platforms)

8. Data Security

We implement reasonable technical and organisational measures to protect your data.

Signed: 

Name: Michael Porter

Position: Director

Date: 11/06/2025