



## Data Protection Policy Statement

Crown Gas and Power is committed to conducting its business in accordance with all applicable Data Protection laws and regulations and in line with the highest standards of conduct. Personal Data is any information (including opinions and intentions) which relates to an identified or identifiable natural person as set out in the General Data Protection Regulations (GDPR) and Data Protection Act (2018).

Crown Oil Limited and Crown Gas and Power Ltd (CGP) are joint data controllers as defined under the GDPR, which means that we jointly determine what personal data is processed and the purposes for why it is done so. We are also responsible for notifying the Information Commissioner Office (ICO) of the data it holds or is likely to hold, and the general purposes that this data will be used for.

This policy sets out the expected behaviours of CGPs employees in relation to the collection, use, retention, transfer, disclosure and destruction of any Personal Data belonging its customers (the "Data Subject"). To this end CGP will adhere to the Principles as set out in the GDPR and ensure that the rights of Data Subject about whom information is held, can be fully exercised as determined by the Regulation.

Non-compliance may expose Crown Oil Ltd and its affiliates to complaints, regulatory action, fines and/or reputational damage.

Crown Gas and Power management is fully committed to ensuring continued and effective implementation of this policy and expects all of its employees to share in this commitment. Any breach of this policy will be taken seriously and may result in disciplinary action.

The Director of CGP shall ensure that resources are made available to enable appropriate technical and organisation measures to be designed, embedded and subjected to continual monitoring and review. Such measures shall support CGP in its wider objective of preserving the confidentiality, integrity and availability of data.

Sign:   
Director

Date: 13/4/18

To be reviewed by:

Date: April 2019

DP0120V1 Data Protection (Public).docx

Crown Gas & Power is the Natural Gas Supply Division of Crown Oil Ltd

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Please note that telephone calls made to or from the above number maybe recorded for quality and training purposes.