



GDPR COMPLAINT HANDLING AND INVESTIGATION PROCESS

GDPR Complaint handling and Investigation process - The GDPR includes a right for individuals to have inaccurate personal data rectified, or completed if it is incomplete. If you have any concerns requests for rectification can be submitted verbally or in writing. Once we have conducted the initial identity check we will respond within one month. Please note that under certain circumstances we can refuse a request for rectification. Contact details can be found in our [Privacy Notice at 9.1](#)