



Hawthorn *Data Systems*  
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## GDPR - STATEMENT OF DATA SECURITY 07/01/2026 PAINTING AND DECORATING ASSOCIATION

Hawthorn Data Systems is an IT support business comprising 3 family partners and has been trading since 1990. We have an unblemished record of data security and confidentiality. Our computers, servers and all IT equipment is situated at our offices and all procedures are carried out by the partners. All equipment is owned outright by HDS and the main data storage servers are not accessible to third parties, and no outsiders have access to our offices or computers. All in- house computers are passworded and monitored by the partners. All are protected by security software, with automatic updates. Secondary anti-malware is installed with regular sweeps. Clients data is strictly confidential, and is never available to third parties. .

Hawthorn Data Systems are contracted to keep copies of all data held on the Server and Network Attached Storage at 32 Coton Road, Nuneaton CV11 5TW.

On-Site data backups:- Daily on-site automated sequential backups are carried out each evening to the back-up server via LAN.

Off-Site data backups:- Daily off-site automated sequential backups are carried out each evening to over the Internet to our secure servers using 256 bit encryption.

The GFS (grandfather, father, son) method is used to provide balanced quick recovery with long term storage.

Disaster recovery:- In the event of client main server failure, server function can be switched to the on-site secondary back-up server. In the event of the secondary back up server failure, a full data restore can be implemented remotely on-line by using an on-site PC and setting as temporary server.

Obsolete data backups are deleted after 6 months.

Because we have a mutually agreed, established and necessary on-going business relationship with PDA, then we will continue to contact PDA with the details we hold. The details such as emails, passwords etc are strictly confidential, and are not accessible by, or available to, third parties.

David Jenkins

Senior Partner HDS