# General Data Protection Regulations WinWeb's Overview on how we use your data

GDPR applies to any organisation that works with the personal data of EU residents. This law introduces new obligations for data processors while clearly stating the accountability of data controllers.

#### Who we are

#### WinWeb International Ltd.

This notice explains your rights and how we gather, use and share information about you. If you want to get in touch our Data Protection Officer can be reached by email:

data.protectionofficer@winweb.com

or by post at

WinWeb International Limited 3rd Floor 207 Regent Street London W1B 3HH

# Your rights

You have the right to object to how we process your information. You also have the right to access, correct, sometimes delete and restrict the information we use. In addition, you have a right to complain to us and to the data protection regulator - The Information Commissioner's Office (ICO).

WinWeb's Data Protection Officer data.protectionofficer@winweb.com

or

Contact the ICO <a href="https://ico.org.uk/">https://ico.org.uk/</a>

## How we use information about you

We'll use it to provide any products and services you've requested, for example, to confirm your identity and address, to carry out your instructions, or to improve our products and services, or to offer you other services we provide.

We'll only use your information when we're allowed to by law. We may use automated systems to allow us to make credit decisions as well as carrying out fraud checks.

## Sharing and transferring information

We share information with our suppliers and third parties when needed to provide you with add on services. We don't transfer information without prior approval.

#### **Keeping information**

We keep your information securely for as long as we need to provide our services to you. All data we hold on you is deleted 12 months after you cease to be a customer.

#### Your consent

Sometimes we need consent to use your information, (for example for marketing). Where you have given us consent, you have the right to withdraw it at any time.

# Your rights

You have a number of rights relating to your information, for example, to see what we hold, to ask us to share it with a third party, to ask us to update incorrect or incomplete data, to object or restrict processing of it, to make a complaint, etc.

# Our products and services

We need some information before we can provide our products and services to you, for example, credit card details and your identity. We are unable to provide products and services to you if we don't have all the information we need.

# How we use your information

We use your information, (for example - for making credit checks), to provide you with products and services, to comply with the law, enforce our legal rights, (including debt recovery) and to improve and market our services.

# How we gather your information

In addition to information you provide to us directly, we collect information in a number of ways. For example, from third party credit reference agencies and from looking at how you have used our products and services we offer. Sometimes for your safety and for legal reasons, we collect information by recording and monitoring calls. We also record calls for training and quality control.

## What happens if we receive a Breach notification

Controllers must notify the stakeholders (the supervisory authority, and where applicable, the data subjects) within 72 hours of becoming aware of a breach.