

Data Transparency Notice

What do you do with my data?

The protection of your personal data is a priority for Certa Ireland. We offer you a better standard of service by using your personal data for the following legitimate interests of our business:

- Contacting you by mail and email about your account with invoices, balances and other important information;
- Telling you by mail about products and offers which we think will be relevant to you;
- Where you have bought from us in the last 18 months, contacting you by e-mail and/ or SMS about our news and offers;

How do you protect it?

We look after your personal information at all times by using appropriate security and technical controls. Anyone who works with us handling your data has to comply with our strict standards of European data protection law. All our people are trained to respect your data.

How long will you hold it?

Where we are using your data to send you marketing information we will hold it for 18 months as we understand that you will not buy from us on every occasion but frequently we see repeat purchases from customers in this time period. We are obliged by law to hold your account information such as your name, address and transaction details for 7 years.

What do you hold?

You can ask us at any time what information we hold about you; just drop us a line at the address below.

Who will you give it to?

We will not sell or distribute your personal information to anyone else unless we have your permission or are required by law to a person authorised to obtain data under specific legislation. If you wish for us to transfer your personal information to a third party (e.g. another service provider), we will provide personal information held by us for you to pass to that third party.

I don't want any more marketing.

If you do not want to receive any more marketing material from us by email, post or telephone, just contact as the details below and we will stop immediately. We will still hold your information where we are legally obliged to do so. You can also ask us to stop using your information or erase your personal information from our systems as long as we do not have to keep it for legal reasons.

I want to know more:

Please contact us if you would like any of the following:

- What information is being processed;
- A copy of information that is being processed;
- Correction of information being processed;
- Deletion of information held on you (commonly known as the right to be forgotten);
- To restrict processing;
- To request your data be handed over to someone else;
- Object to the processing of your information.

More details about our approach to data protection is located at www.certaireland.ie/privacy-policy

Who are you?

We are Certa Ireland, Company Registration No. 118120, Registered Address, Clonminam Industrial Estate, Portlaoise, Co. Laois, R32 YY26.

How can I contact you?

E-mail us at info@certaireland.ie call us on 0818 366 425 or write to us at Certa Ireland, Clonminam Industrial Estate, Portlaoise, Co. Laois, R32 YY26. It is always good to hear from you.

Still not happy?

We will always try to resolve your concerns. In the unlikely event that you are still concerned, you can contact the office of the Data Protection Commissioner or visit www.dataprotection.ie