MSP business services
management | safety | personnel

Drewitt House, 865 Ringwood Road, Bournemouth, Dorset BH11 8LW

GDPR Privacy Notice

To comply with the GDPR (General Data Protection Regulation) the purpose of this privacy notice is to explain to you how we control, process, handle and protect your personal information.

We ensure the security of any personal information we hold by using secure data storage technologies and precise procedures in how we store, access and manage that information. Our methods meet the GDPR compliance requirement.

Our website may contain affiliate links on some pages. We only use trusted partners who have high standards of user privacy and security. However, we encourage you to read the privacy statements on the other websites you visit.

We use third-party providers for our eLearning platform. Information collected includes name and email address. This information is not processed for any other means by the third party and is not used for marketing purposes. We use third party Paypal to securely handle the payment. We will never store payment information for orders processed on this website. Refund information is kept securely for 7 days and then destroyed.

We may also use your personal details to let you know about other services and products that may be of interest and to keep you informed of latest health and safety developments.

Any email marketing messages we send are in accordance with the GDPR and we provide you with an easy method to withdraw your consent (unsubscribe).

This notice applies to all information collected or submitted on our website, via phone calls, social media platforms, and email. The company does not record any telephone calls. The types of personal information collected depends on the nature of contact, but may include:

- Name, address, telephone number, mobile telephone number, email addresses
- Financial information (bank account number, sort code and address)
- Contractors membership of trade organisations
- Contractors qualifications and training certificates

There maybe times when we are asked to share your information with a third party, for example: Pre-Construction Information, Construction Phase Plans, Health and Safety File information, Safety accreditation applications, Contractor competency checking.

Your information is used to send you messages or produce documents within the scope outlined to you at the point of instruction.

We always endeavour to make sure that the information we hold about you is accurate and up to date, but we need your help to do this. If you have a change of name and/or contact details, please contact us on info@mspbusinessservices.co.uk

Data retention period: We shall continue to process your information until the contract between us ends or is terminated under any contract terms.

We do not share your data for marketing purposes.

We handle subject access requests in accordance with the GDPR.

The GDPR introduces a right for individuals to have personal data erased. A request for erasure can be made via info@mspbusinessservices.co.uk or call us on 01202 800175. Such requests will be responded to within 30 days of receipt. The erasure will be free of charge. However, a 'reasonable fee' may be charged when a request is manifestly unfounded or excessive, particularly if it is repetitive.