

Privacy Statement

Dave Doherty (Insurance Brokers) Ltd is committed to protecting and respecting your privacy.

It is the intention of this privacy statement to explain to you the information practices in relation to the information we collect about you and other users.

For the purposes of the GDPR the data controller is: Dave Doherty (Insurance Brokers) Ltd

Please read this Statement carefully as this sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.

Who are we? WE are Insurance Brokers arranging cover for all classes of General and Life/Pensions insurance for our clients

Our Data Protection Officer / GDPR Owner and data protection representatives can be contacted directly here:

- Name : Dave Doherty
- Email address : dave@davedohertyins.com
- Phone number : 0419831984

Purpose for processing your data /Why do we need to collect and store personal data?

In order for us to provide you with quotations and/or cover we need to collect personal data, *which* is appropriate for this purpose, and does not constitute an invasion of your privacy.

How will Dave Doherty (Insurance Brokers) Ltd use the personal data it collects about me?

WE will process (collect, store and use) the information you provide in a manner compatible with the EU's General Data Protection Regulation (GDPR). We will endeavour to keep your information accurate and up to date, and not keep it for longer than is necessary

Our aim is not to be intrusive, and we undertake not to ask irrelevant or unnecessary questions. Moreover, the information you provide will be subject to procedures to minimise the risk of unauthorised access or disclosure.

Why we are processing your data? Our legal basis.

Our reason and purpose for processing your personal data including special categories (e.g. health, convictions) is:

- We have your implied **consent**
- We need to process your data to complete the **performance of a contract** where you, the data subject, is a party,

Who are we sharing your data with?

We may pass your personal data on to third-party service providers contracted to Dave Doherty (Insurance Brokers) Ltd in the course of dealing with you. Any third parties that we may share your data with are obliged to keep your details securely, and to use them only to fulfill the service they provide on your behalf. When they no longer need your data to fulfil this service, they will dispose of the details in line Data Protection procedures. If we wish to pass your sensitive personal data onto a third party we will only do so once we have obtained your consent, unless we are legally required to do otherwise.

If we transfer personal data to a third party or outside the EU we as the data controller will ensure the recipient (processor or another controller) has provided the appropriate safeguards and on condition that enforceable data subject rights and effective legal remedies for you the data subject are available.

Data Subjects Rights:

We, Dave Doherty (Insurance Brokers) Ltd, facilitate the data subject's rights in line with the data protection policy and the subject access request procedure. This is available on request.

Your rights as a data subject

At any point while we are in possession of or processing your personal data, you, the data subject, have the following rights:

- **Right of access** - you have the right to request a copy of the information that we hold about you.
- **Right of rectification** - you have a right to correct data that we hold about you that is inaccurate or incomplete.
- **Right to be forgotten** - in certain circumstances you can ask for the data we hold about you to be erased from our records.
- **Right to restriction of processing** - where certain conditions apply to have a right to restrict the processing.

- **Right of portability** - you have the right to have the data we hold about you transferred to another organisation.
- **Right to object** - you have the right to object to certain types of processing such as direct marketing.
- **Right to object to automated processing, including profiling** - you also have the right to be subject to the legal effects of automated processing or profiling.
- **Right to judicial review:** in the event that Organisation Name refuses your request under rights of access, we will provide you with a reason as to why. You have the right to complain as outlined in clause 3.6 below.

All of the above requests will be forwarded on should there be a third party involved as we have indicated in the processing of your personal data.

Additional information we are providing you with to ensure we are transparent and fair with our processing

Retention of your personal data

Data will not be held for longer than is necessary for the purpose(s) for which they were obtained. WE will process personal data in accordance with our retention schedule. This retention schedule has been governed by our regulatory body (Central Bank,) and our internal governance.

Withdraw consent

If we are relying on your consent to process your data you can withdraw this at any time – this does not affect the lawfulness of processing based on your consent before its withdrawal.

Complaints

In the event that you wish to make a complaint about how your personal data is being processed by us, (or third parties as described above), or how your complaint has been handled, you have the right to lodge a complaint directly with the Supervisory Authority and our data protection representatives Data Protection Officer / GDPR Owner

Failure to provide further information if need see Art 12(e)

If we are collecting your data for a statutory requirement (payroll) or to fulfill a contract (life policy or motor insurance policy) and you cannot provide this data the consequences of this could mean the contract cannot be completed or details are incorrect.

Additional Processing

If we intend to further process your personal data for a purpose other than for which the data was collected, we will provide this information prior to processing this data.

The Data Protection Officer/GDPR Owner is responsible for ensuring that the privacy notice(s) is correct and that mechanisms exist such as having the Privacy Notice(s) on **our** website to make all data subjects aware of the contents of this notice prior to commencing collection of their data.

All staff that need to collect personal data are required to follow this procedure.

Questions Regarding the Privacy Statement and Conditions of Use

If you have any questions about our Privacy Statement and Conditions of Use, or any concern about privacy at the IAPP or the use of this Site in general, please contact us by e-mail at dave@davedohertyins.com

Under the EU's General Data Protection Regulation (GDPR) personal data is defined as:

“any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person”.

