

Moores Refrigeration Controlled Transport Limited Privacy Statement

Who we are

Moores Refrigeration Controlled Transport Limited, a company registered in England and Wales with registered company number 01190488 whose registered office is at Potash Lane, Mid Suffolk Business Park, Eye, Suffolk IP23 7HE collects, uses and is responsible for certain personal information about you. Please contact us using the details below if you have any questions on these terms or the service that we provide. All references to “us” or “we” throughout this statement is to Moores Refrigeration Controlled Transport Limited (‘MRCT’).

What information we hold about you

We collect personal information whenever you provide it to us. This personal information may include the following:

- name, address and contact details (business or personal);
- delivery address
- payment details
- where you submit an application for any of our positions;
 - details of your driving licence entitlements;
 - your medical history; and
 - information we may obtain from third parties such as references.
- other information you provide to us via our website or otherwise.

How we use your data

We use your information for the purposes of processing and responding to any enquiries you raise with us. We will also use your information for the purposes of processing any applications for which you provide your details.

We will not provide your information to third parties other than as set out below.

Who we may share your data with

We may disclose your personal data to:

- our agents and service providers
- a third party who acquires our business
- law enforcement and regulatory agencies in connection with any investigation to help prevent unlawful activity or as otherwise required by law

Keeping your data secure

We will use technical and organisational measures to safeguard your personal data. We store your personal data on secure servers and ensure access to your personal data is limited to authenticated and approved staff.

While we will use all reasonable efforts to safeguard your personal data, you acknowledge that the use of the internet is not entirely secure and for this reason we cannot guarantee the security or integrity of any personal data that are transferred from you or to you via the internet.

Reasons we collect and use your personal information

We use your personal information under our legitimate interests to process and respond to any enquiries or job applications made by you as, without using your data in this way, it would not be possible for us to do so.

We will process your personal information to provide you with information about new services or information which we think you may find interesting under your consent for us to do so. If you would prefer we did not contact you in future, please use the details below to let us know.

Cookies

We may use cookies on our website which enable certain features of our website and allow us to collect statistical data about your use of our website. This enables us to enhance and develop our website to improve your use of it.

For more information on the cookies which we utilise on our website please refer to our cookies policy at www.mrct.co.uk/cookies-policy.

For more information regarding cookies, including how to disable/delete them, please go to www.allaboutcookies.org.

Transfer of data out of the EEA

We may occasionally transfer data outside of the European Economic Area (EEA) to our third party service providers.

Where we do so we will ensure that appropriate safeguards are employed on the transfer of your data to protect its security and integrity we do this by placing any such third party which we transfer your data to under a contractual obligation to employ appropriate safeguards to keep your data safe, to only process your data for the purposes which we instruct them to and to require adherence to the same data protection legislation as us.

Your Rights

You have the right to request access to personal data that we may process about you. If you wish to exercise this right, you should:

- put your request in writing
- include proof of your identity and address (eg a copy of your driving licence or passport, and a recent utility or credit card bill); and

- specify the personal data you want access to, including any account or reference numbers where applicable.

You have the right to require us to correct any inaccuracies in your data free of charge. If you wish to exercise this right, you should:

- put your request in writing;
- provide us with enough information to identify you; and
- specify the information that is incorrect and what it should be replaced with.

In certain circumstances you have the right to require us to erase personal data that we may process about you. If you wish to exercise this right, you should:

- put your request in writing; and
- provide us with enough information to identify you.

If you have any concerns or questions as to the way in which we process your information please do contact us. In addition you have a right to bring a complaint with the Information Commissioner's Office. More information on the Information Commissioner's Office and your rights is available at www.ico.org.uk.

Retention of data

We retain your data for as long as is necessary for the purposes for which we collected it. All retained data will be held subject to this policy.

Changes to this policy

We may change this policy from time to time. You should check this policy to ensure you are aware of the most recent version that will apply each time you interact with us.

Contact Us

To contact us please use the following details:

Data Protection Team
MRCT, Potash Lane
Mid Suffolk Business Park
Eye
Suffolk
IP23 7HE

01379 872662
data.protection@mrct.co.uk