

# Intersure Group - Privacy Notice

## Introduction

Intersure Group Ltd is committed to protecting and respecting your privacy. We wish to be transparent on how we process your data and show you that we are accountable with the GDPR in relation to not only processing your data but ensuring you understand your rights as a client.

It is the intention of this privacy statement to explain to you the information practices of Intersure Group Ltd in relation to the information we collect about you.

For the purposes of the GDPR the data controller is:

- Intersure Group Ltd T/A Intersure Group
- Ferris House Constitution Hill Drogheda Co Louth
- When we refer to 'we' it is Intersure Group Ltd T/A Intersure Group

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?

Our Commitment is to provide our clients with a high standard of technical advice and a consistent high level of service and then using our experience of the market and the strength of our relationships with key insurers we find the most effective insurance and risk management solutions at the most competitive price.

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

- Gerry Bogan Intersure Group Ltd Ferris House Constitution Hill Drogheda Co Louth
- Dataprotectionoffice@intersure.ie
- 041 9810090

## Purpose for processing your data

- *The purpose of collecting this relevant data is to enable us to provide you with the specific products and/or services that we believe suit your requirements from our Product Producers (Insurance Companies) and help us in the managing arranging and renewing of insurance policies and the processing of claims..*
- *We are committed to ensuring that the information we collect and use is appropriate for these purposes and does not constitute an invasion of your privacy.*

## Why we are processing your data? Our legal basis.

In order for us to provide you insurance broking services we need to collect personal data so that we can approach the relevant Product providers and put in place the required policy/s on your behalf.

- **Legal basis** – Intersure Group needs to process your data as this is necessary in relation to a contract of insurance to which the individual has entered into or because the individual has asked for something to be done so they can enter into a contract.

In any event, Intersure Group are committed to ensuring that the information we collect and use is appropriate for this purpose, and does not constitute an invasion of your privacy.

## How will Intersure Group use the personal data it collects about me?

Intersure Group 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 endeavor to keep your information accurate and up to date, and not keep it for longer than is necessary.

## Special Categories of personal data

If we collect any special categories of personal data (e.g. health, religious beliefs, racial, ethnic origin – financial information is not classified as special categories of personal data) – we will ensure the below

- we will obtain your explicit consent

## Who are we sharing your data with?

In our capacity as your insurance intermediary, the information you supply to us may be shared in confidence with:

- trusted third party service providers appointed by Intersure Group Ltd to help us to process data to execute transactions on your behalf
- trusted Product Providers with whom you may wish to enter into a contract with
- regulatory bodies

Any third parties that we may share your data with are required to keep your details secure, and to use them only to fulfil the service they provide.

We may pass your personal data on to third-party service providers contracted to Intersure Group 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 with Intersure Group procedures.

If we wish to pass your sensitive personal data onto a third party we will only do so once we have obtained your explicit consent, unless we are legally required to do otherwise.

We have issued all our third party processors with a Data Processor checklist asking them GDPR specific questions

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:**

Intersure Group facilitate you, our clients, rights in line with our 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**
- **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.

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.

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

### **Complaints**

In the event that you wish to make a complaint about how your personal data is being processed by Intersure Group or how your complaint has been handled, you have the right to lodge a complaint with the Data Protection Officer of Intersure Group [dataprotectionoffice@intersure.ie](mailto:dataprotectionoffice@intersure.ie) and/or with the Data Protection Commission.

### **Failure to provide further information**

If we are collecting your data for a contract of Insurance 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.

### **Contact Us**

Your privacy is important to us. If you have any comments or questions regarding this statement, please contact us on (041 9810090 or email [complianceoffice@intersure.ie](mailto:complianceoffice@intersure.ie)

### **Privacy policy statement changes**

Intersure Group may change this privacy policy from time to time. When such a change is made, we will post a revised version online. Changes will be effective from the point at which they are posted. It is your responsibility to review this privacy policy periodically so you're aware of any changes. By using our services you agree to this privacy policy.

*This privacy policy was last reviewed in April 2018*