

# Triton Showers – Privacy Notice – General Statement

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## **Who We Are**

Triton Showers (a division of Norcros Group (Holdings) Ltd) (*'we' or 'us' or 'our'*) gather and process personal information in accordance with the privacy notices published at [www.tritonshowers.co.uk/privacy](http://www.tritonshowers.co.uk/privacy) and in compliance with all relevant data protection Regulations and laws.

Triton Showers' registered office is at Ladyfield House, Station Road, Wilmslow, Cheshire SK9 1BU and we are a company registered in England and Wales under company number 566694. We are registered on the Information Commissioner's Office Register of Data Controllers under registration number ZA028267 and act as the data controller. We can be contacted at Data Protection, Triton Showers, Triton Road, Shepperton Park, Nuneaton, Warwickshire, CV11 4NR

## **Our Commitment to Data Protection**

Triton recognises the importance of data protection and the Board of Directors and Management Team ensure that data protection policies, systems and practices are maintained, and that data protection remains a high priority for all employees.

We have taken steps to implement the changes required by GDPR and to review our practices to ensure that we remain compliant. In particular, we:

- Only appoint 'Data Processors' who meet the requirements of the regulation
- Ensure our staff are aware of their data protection responsibilities
- Audit data processors, where required, to verify their compliance with the regulation
- Continually review and implement our practices to ensure they are relevant and safe
- Process data only where we have a legitimate basis to do so
- Honour the rights of 'Data Subjects'

## **How We Use Personal Data**

Triton Showers takes privacy very seriously and will never disclose, share or sell personal data without explicit consent, unless required to do so by law or to satisfy our legitimate interests. We only retain personal data for as long as is necessary and for the purposes specified in the relevant notices.

## **Safeguarding Measures**

Triton Showers takes data privacy seriously and we take every reasonable measure and precaution to protect and secure the personal data we hold. We work hard to protect information from unauthorised access, alteration, disclosure or destruction and have several layers of security measures in place, including: -

- SSL certificates to protect our websites
- Policies and Procedures covering
  - o Granting authorisation to systems and data under Triton's control
  - o Ensuring that employees leaving Triton have systems access removed immediately
  - o Deletion and / or anonymisation of personal data
  - o Document retention periods
  - o Secure disposal of data held on all systems
  - o Encryption (where possible)

## **How Long We Keep Data**

Triton Showers only ever retains personal information for as long as is necessary and we have strict review and retention policies in place to meet these obligations.

## **Lodging A Complaint**

Triton Showers only processes personal information in compliance with the relevant privacy notice for the audience and in accordance with the relevant data protection laws. If, however you wish to raise a complaint regarding the processing of your personal data or are unsatisfied with how we have handled your information, you have the right to lodge a complaint with the supervisory authority.

Data Protection  
Triton Showers,  
Triton Road,  
Shepperton Park,  
Nuneaton.  
Warwickshire.  
CV11 4NR  
Telephone: 024 7634 441  
Email: [dataprotection@tritonshowers.co.uk](mailto:dataprotection@tritonshowers.co.uk)

Information Governance department  
Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Telephone: 0303 123 1113  
Web: <https://ico.org.uk/concerns/>

## **Managing Director Approval**

This statement has been approved by Tritons' Managing Director who will review and update it annually.

**D. A. Tutton**  
**May 2018**