

## All-Star Shredding Ltd.

Buckhill, Fairymount, Castlerea,  
CO. Roscommon

094 9048220 [info@allstarshredding.ie](mailto:info@allstarshredding.ie)



All-Star Shredding Ltd. is committed to protecting and respecting your privacy. We want you to feel safe when you give us your personal details. We will always clearly identify ourselves in correspondence and on our website.

It is the intention of this privacy statement to explain to you the information practices of All-Star Shredding Ltd. in relation to the information we collect about you and other users. All-Star Shredding Ltd. maintains the same privacy practices with respect to data that is collected off-line and on-line and this notice also covers both those methods of data collection and use.

For the purposes of the General Data Protection Regulation (GDPR) the data controller is:

- All-Star Shredding Ltd. Fairymount, Castlerea, Co. Roscommon

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 All-Star Shredding Ltd. We may be contacted at our registered office at Fairymount, Castlerea, Co. Roscommon or by email [info@allstarshreddng.ie](mailto:info@allstarshreddng.ie). Our principal business is to provide an onsite confidential shredding services to our valued customers.

To provide you with an onsite confidential shredding service and respond to your requests we sometimes request that you provide us with information about yourself. All-Star Shredding Ltd. complies with EU GDPR for the collection, use, and retention of all personal data. Our Data Protection Policy is available on request.

### All-Star Shredding Ltd. website - What information we gather

In general, you may visit our website without identifying yourself or revealing any personal information. All-Star Shredding Ltd. collects domain information from your visit to customize and improve your experience on our website.

This website may collect certain information from your visit, including the date and time of your access, the pages you have accessed, the name of the Internet Service Provider and the Internet Protocol (IP) address by which you are accessing the internet, and the internet address from which you linked to our site, if applicable. We use this information to better understand how our website is being used so that we can improve its performance.

Some portions of the website may request that you give us information about yourself, from which we are able to identify you e.g. your name, email or other address. Some ways in which we may collect information from you are via our "contact us form".

### [Use of the information we gather](#)

When we collect information about you, we intend to tell you why we are asking for the information and what we intend to do with it. You will have the option of not providing the information, in which case you may still be able to access other parts of this website, although you may not be able to access certain services. In certain areas of our website, we may, where appropriate, enable you to 'opt in' to certain uses of your information e.g. personal data and direct marketing. Data will not be held for longer than is necessary and general customer details will be held while you are a customer.

The information we collect about you or your computer is used to run the website, respond to your requests or process any transactions you have requested.

### [Sharing information with third parties](#)

In certain instances, we may make your information available to third parties with whom we have a relationship where that third party is providing services on our behalf. We will only provide those third parties with information that is necessary for them to perform the services and we take measures to protect your information.

All-Star Shredding Ltd. may disclose information it has collected about you on the website if required to do so by law or when necessary to protect the rights of All-Star Shredding Ltd. or its employees.

### [Data Security](#)

It is our intent to strictly protect the security of your personal information; honor your choice for its intended use; and carefully protect your data from loss, misuse, unauthorised access or disclosure, alteration or destruction. We have taken appropriate steps to safeguard and secure information we collect online.

However, you should always take into consideration that the internet is an open forum and that data may flow across networks with little or no security measures, and therefore such information may be accessed by people other than those you intended to access it.

### [How to update and/or amend the personal information you have provided](#)

You are entitled to know whether we hold information about you and, if we do (subject to certain limitations), to have access to that information and have it corrected if it is inaccurate or out of date. To exercise your Right of Access or to update your details under your Right of Rectification or Erasure, please email your request to the contact address below with proof of identity.

## Contacting us

If you have any questions or comments about our privacy notice or practices, please contact us. All-Star Shredding Ltd. may modify or update this privacy notice from time to time at any time without prior notice. You can request an updated copy of same by email to [info@allstarshredding.ie](mailto:info@allstarshredding.ie)

## Article 28 Clause

Specifically, the General Data Protection Regulation (GDPR) (mainly Article 28) requires the inclusion of certain clauses in the service level agreements between Data Controllers and Data Processors (namely All-Star Shredding Ltd.) as follows:

"In providing the services, the Service Provider may process personal data as defined under the General Data Protection Regulation and implementing legislation ('applicable data protection law') and:

(a) The Service Provider shall comply with all its obligations under applicable data protection law for the purposes of this Agreement both as a data processor and to assist the data controller with its compliance with applicable data protection law as data controller;

(b) The Service Provider agrees that it has appropriate technical, organizational and security measures in place against unauthorised or unlawful processing of the personal data or its accidental loss, destruction or damage as required to comply with applicable data protection law and the terms of this Agreement. The Service Provider shall permit the Data Controller at reasonable times and on reasonable notice to audit such measures to ensure compliance with applicable data protection law;

(c) The Service Provider shall process the personal data in accordance with the terms of this Agreement and on the written instructions of the Data Controller. This processing will take place in the European Economic Area only and must not be transferred outside of this area unless the Data Controller gives its separate consent in writing;

(d) The Service Provider agrees that it will only engage sub-processors with the separate consent of the Data Controller in writing. If the Data Controller provides this consent, the Service Provider further agrees to comply with all applicable data protection law as regards the appointment of sub-processors and contractual requirements;

(e) The Service Provider shall report any incident which is in breach of the terms of this Agreement, applicable data protection law or which gives rise to a risk of such breach or the risk of unauthorised disclosure, loss, destruction or alteration of such personal data to the Data Controller immediately on becoming aware of such an incident and provide all reasonable co-operation and assistance so that both parties can comply with their respective data protection obligations which includes without limitation the provision of whatever information the Data Controller requires and granting the Data Controller access for audits or inspections;

(f) The Service Provider shall provide the Data Controller with all reasonable co-operation and assistance as may be necessary to deal with any request for access to personal data made under applicable data protection law for the purposes of this Agreement;

(g) On termination of this Agreement, the Service Provider agrees to return to the Data Controller all personal data processed under this Agreement and/or delete this whatever the Data Controller requests."

## Your questions answered....

### Q: Why does All-Star Shredding Ltd. need to collect and store personal data?

A: In order for us to provide our service to you we need to collect personal data. In any event, we 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.

In terms of being contacted for marketing purposes All-Star Shredding Ltd. will always seek your explicit consent.

### Q: How will All-Star Shredding Ltd. use the personal data it collects about me?

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

All-Star Shredding Ltd. is required to retain information in accordance with the law, such as information needed for income tax and audit purposes. How long certain kinds of personal data should be kept may also be governed by specific business-sector requirements and agreed practices. Personal data may be held in addition to these periods depending on individual business needs.

### Q: Under what circumstances will All-Star Shredding Ltd. contact me?

A: 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 rigorous measures and procedures to minimize the risk of unauthorized access or disclosure.

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

A: Our reason and purpose for processing your personal data is:

- We have your consent
- We need to process your data to complete the performance of a contract

- Where you, the data subject is a party All-Star Shredding Ltd. processes data without consent in order to fulfil contractual obligations [such as bank details to process refunds, postal address in order to supply invoices or copies of documentation held on file].
- legal obligation that needs to meet
- protect the vital interests of the data subject, including the protection of rights and freedoms
- processing that is in the public interest
- necessary for the legitimate interests of the data controller or third party, unless the processing is overridden by the vital interests, including rights and freedoms
- national law

### Data Subjects Rights:

We, All-Star Shredding 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 organization.
- 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 Organization Name refuses your request under rights of access, we will provide you with a reason as to why. You have the right to complain.

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, and All-Star Shredding Ltd. will process personal data in accordance with our retention schedule.

### 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 All-Star Shredding Ltd. or how your complaint has been handled, you have the right to lodge a complaint directly with the supervisory authority and All-Star Shredding Ltd.'s' data protection representatives: Karina Ní Tuathaigh.

### Failure to provide further information if required

If we are collecting your data to fulfill a contract e.g. to carry out an onsite confidential shredding service and you cannot provide required data, the consequences of this could mean the contract cannot be completed.