CNA International - Pertemps Network Group Data Retention Policy

1.1   This policy has been designed to help ensure that we comply with our legal obligations in relation to the retention and deletion of personal data.

1.2   Personal data that we process for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.

1.3   We will retain and delete your personal data as follows:

(a)   Account Data will be retained for 3 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(b)   Profile Data (other than Profile Data which is also Account Data) will be retained for 3 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(c)   Contact Data (other than Contact Data which is also Account Data) will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(d)   Usage Data will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(e)   Enquiry Data (other than Enquiry Data which is also Account Data) will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(f)   Transaction Data will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(g)   Notification Data (other than Notification Data which is also Account Data) will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

(h)   Correspondence Data (other than Correspondence Data which is also Account Data) will be retained for 2 years following the date of our last contact or dealing with you, at the end of which period it will be deleted from our systems.

1.4   Notwithstanding the other provisions of this policy, we may retain your personal data where such retention is necessary for compliance with a legal obligation to which we are subject, or in order to protect your vital interests or the vital interests of another natural person, or where it is necessary for the performance of a contract.

2.   Amendments

2.1   We may update this policy from time to time by publishing a new version on our website.

2.2   You should check this page occasionally to ensure you are happy with any changes to this policy.

2.3   We may notify you of changes to this policy by email.

3.   Our details

CNA ES Ltd is subsidiary of the Pertemps Network Group.

3.1   This website is owned and operated by CNA ES Ltd

3.2   We are registered in England and Wales under registration number 03009607 and our registered office is at Meriden Hall, Main Road, Meriden, Warwickshire, CV7 7PT.

3.3   Our principal place of business is at Network House, 119 Hagley Road, Edgbaston, Birmingham, B16 8LB.

3.4
You can contact us:
(a) by post, using the postal address given above;

(b) using our website contact form;

(c) by telephone, on the contact number published on our website from time to time; or

(d) by email, using the email address published on our website from time to time.

Pertemps Network Group

3.5   This website is owned and operated by *http://pertempsnetwork.com*

3.6   We are registered in England and Wales under registration number 07776671, and our registered office is at Meriden Hall, Main Road, Meriden, Warwickshire, CV7 7PT.

3.7   Our principal place of business is at *Meriden Hall, Main Road, Meriden, Warwickshire, CV7 7PT.*

3.8   You can contact us:

(a)   by post, using the postal address given above;

(b)   using our website contact form;

(c)   by telephone, on the contact number published on our website from time to time; or

(d)   by email, using the email address published on our website from time to time.