



## Register of data controllers

### Entry details

**Organisation name** : Ensite Business Technology Limited

**Registration reference** : ZA350651

**Date registered** : 26 April 2018

**Registration expires** : 25 April 2019

### Organisation Address

Aves Business Centre  
11 Jamaica Street  
Greenock  
Inverclyde  
PA15 1XX

**Companies House registration number:** SC282491

### Customer enquiry contact details

Director  
Aves Business Centre  
11 Jamaica Street  
Greenock  
Inverclyde  
PA15 1XX  
Email address: [admin@ensite.co.uk](mailto:admin@ensite.co.uk)

### Nature of work description

Nature of work - IT support/Helpdesk

Description of processing

The following is a broad description of the way this organisation/data controller processes personal information. To understand how your own personal information is processed you may need to refer to any personal communications you have received, check any privacy notices the organisation has provided or contact the organisation to ask about your personal circumstances.

Reasons/purposes for processing information

We process personal information to enable us to provide IT support and advice

service, managing our own staff, maintaining our accounts and records and promoting our services.

Type/classes of information processed

We process information relevant to the above reasons/purposes. This may include:

- personal details
- goods and services provided

Who the information is processed about

We process personal information about:

- our employees
- customers and clients
- complainants, enquirers
- suppliers
- professional advisers and consultants

Who the information may be shared with

We sometimes need to share the personal information we process with the individual themselves and also with other organisations. Where this is necessary we are required to comply with all aspects of the Data Protection Act (DPA). What follows is a description of the types of organisations we may need to share some of the personal information we process with for one or more reasons.

Where necessary or required we share information with:

- associates and representatives of the person whose personal data we are processing
- other companies in the same group
- suppliers
- service providers
- professional advisers and consultants
- business associates

Transfers

It may sometimes be necessary to transfer personal information overseas. When this is needed information may be transferred to countries or territories around the world. Any transfers made will be in full compliance with all aspects of the data protection act.

**End of Report**