

Entry details

Organisation name : Miss Mainda Irene Kiwelu

Registration reference : ZA075125

Date registered : 10 September 2014

Registration expires : 9 September 2015

Organisation address

LEDA HOUSE
20 STATION ROAD
CAMBRIDGE
CAMBRIDGESHIRE
CB1 2JD, UNITED KINGDOM

Trading names

ADNIAM HOUSE

Customer enquiry contact details

FOUNDER
LEDA HOUSE
20 STATION ROAD
CAMBRIDGE
CAMBRIDGESHIRE
CB1 2JD
EMAIL ADDRESS: mainda@adniam.com

Nature of work description

Nature of work - General business

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 promote our goods and services, to maintain our accounts and records and to support and manage our staff.

Type/classes of information processed

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

- personal details
- financial details
- employment and education details
- goods or services provided

Who the information is processed about

We process personal information about our:

- employees
- customers and clients
- suppliers and services providers
- advisers, consultants and other professional experts
- complainants and enquirers

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:

- current, past and prospective employers
- educators and examining bodies
- credit reference agencies
- suppliers and service providers

Consulting and advisory services

Information is processed for consultancy and advisory services that are offered. For this reason the information processed may include name, contact details and the goods and services provided. This information may be about customers and clients. Where necessary this information is shared with the data subject themselves, business associates and other professional advisers, current, past or prospective employers and service providers.

Transfers

It may sometimes be necessary to transfer personal information overseas. When this is needed information is only shared within the European Economic Area (EEA). Any transfers made will be in full compliance with all aspects of the data protection act.