

## Website Privacy & Cookie Notice

Road Safety Contracts Limited, trading as RSC Group (“we”, “our”, “us”, “the Company”), is the data controller for personal information collected through this website, [www.rscgroup.co](http://www.rscgroup.co).

Registered office: 102 Glen Road, Maghera, BT46 5JG, Northern Ireland.

Company registration number: NI024282 ICO registration number: Z1456493

Contact us about this notice at [info@rscgroup.co](mailto:info@rscgroup.co) or by telephone on 028 7964 3038.

## 2. What This Notice Covers

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This notice explains how we collect and use personal information when you:

- visit or browse [www.rscgroup.co](http://www.rscgroup.co);
- contact us using the phone number, email address, or contact form on the site;
- apply for a job, or get in touch about a current or future vacancy, including via email or WhatsApp; or
- are named as a contact for one of our business clients or suppliers (for example, in a testimonial or case study published on the site).

It does not cover our staff portal, which is for internal employee use only and is not currently in active use.

## 3. Information We Collect

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### 3.1 If you contact us generally

If you contact us by phone, email, or the contact form, we collect the information you provide — typically your name, contact details, company name (if relevant), and the content of your enquiry.

### 3.2 If you apply for a job

If you apply for a role or get in touch about careers, we collect the information you provide in your CV, covering letter, application, or message — which may include your name, contact details, employment history, qualifications, and any other information you choose to share.

*Because recruitment enquiries are invited via WhatsApp (07970 928967) as well as email, please note: messages sent via WhatsApp are processed using WhatsApp's own systems, operated by Meta. We do not control how WhatsApp transmits or stores messages in transit. Avoid sending sensitive personal information, such as health details or financial information, via WhatsApp where possible — email is preferred for this.*

### 3.3 If you are a client or supplier contact

Where a business contact's name, role, or quote is published on this site, for example in a testimonial, we collect and use this with their organisation's knowledge, for the purpose of demonstrating our services to other prospective clients.

### 3.4 Automatically, when you browse the site

Like most websites, we may automatically collect limited technical information when you visit, such as your IP address, browser type, device type, and pages visited, typically via cookies or similar technologies. See Section 7 (Cookies) below.

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### 4. How We Use Your Information

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We use the personal information we collect to:

- respond to your enquiry or quote request;
- assess your suitability if you apply for a role with us;
- maintain business relationships with our clients and suppliers;
- understand how our website is used, so we can improve it; and
- comply with our legal and regulatory obligations.

Our lawful basis for this processing is generally one of the following: it is necessary to take steps towards a contract with you, for example responding to a quote request or job application; it is in our legitimate interests to respond to enquiries and operate our business effectively, in a way that does not override your rights; or, for non-essential cookies and similar technologies, your consent.

### 5. Sharing Your Information

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We do not sell personal information. We may share it with:

- our staff, where they need it to respond to your enquiry or process your application;
- service providers who support our website, email, or recruitment processes, for example our website host or IT support provider, under appropriate contractual safeguards;
- referees you have named, if you apply for a role with us; and
- regulators or authorities, where we are legally required to do so.

### 6. How Long We Keep Your Information

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We keep general enquiry information for as long as needed to respond to and resolve your enquiry, and for a reasonable period afterwards in case of follow-up, typically no longer than 12 months.

We keep job application information for 12 months after we have told you our recruitment decision, so that we can demonstrate a fair and non-discriminatory recruitment process if needed.

Where you remain a current job applicant in an ongoing process, or become an employee, worker or contractor, different retention periods apply, as set out in our internal HR and recruitment policies.

### 7. Cookies

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Cookies are small text files placed on your device when you visit a website. We use cookies, and similar technologies, for the purposes set out below.

Category	Examples	Purpose	Consent required?
<b>Strictly necessary</b>	Session/security cookies, cookie consent preference	Required for the site to function and remember your cookie choice	No — always on
<b>Analytics</b>	[e.g. Google Analytics — confirm if in use]	Helps us understand how visitors use the site, so we can improve it	Yes

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<b>Functional</b>	[e.g. embedded Google Map on Contact page]	Enables specific features such as maps or video	Yes
<b>Marketing/advertising</b>	[e.g. Facebook Pixel — confirm if in use]	Tracks visitors across sites to show relevant adverts	Yes

### 7.1 Managing cookies

Where cookies require your consent, we will ask for it via a cookie banner when you first visit the site, and you can change your preferences at any time. You can also control or delete cookies through your browser settings; refer to your browser's help function for instructions. Blocking some cookies may affect how the site functions.

## 8. Your Rights

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Under UK data protection law, you have the right to:

- ask for a copy of the personal information we hold about you;
- ask us to correct inaccurate or incomplete information;
- ask us to delete your information, in certain circumstances;
- object to our use of your information where we rely on legitimate interests;
- ask us to restrict how we use your information, in certain circumstances; and
- withdraw consent at any time, where we rely on consent, for example for non-essential cookies.

To exercise any of these rights, contact us at [info@rscgroup.co](mailto:info@rscgroup.co). We will normally respond within one month.

### 8.1 Making a data protection complaint

**From 19 June 2026**, you have the right to make a formal data protection complaint if you believe we have handled your personal information in breach of data protection law.

To make a complaint, contact us at [info@rscgroup.co](mailto:info@rscgroup.co), marked “Data Protection Complaint”. We will acknowledge your complaint within 30 days, investigate it, and provide a written outcome.

If you are not satisfied with our response, you can escalate your complaint to the Information Commissioner's Office (ICO), the UK's independent regulator for data protection, at [ico.org.uk](http://ico.org.uk) or by calling 0303 123 1113.

## 9. Changes to This Notice

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We may update this notice from time to time, for example to reflect changes in the law or in how our website works. The current version will always be available on this page, with the date of last review shown below.