



## **GDPR Privacy Statement & Factsheet:**

**Who we are:** We are World Travel Centre Ltd. trading as WTC, Selective Travel Management & Etravel from the registered offices below:

**GDPR Policy:** Our detailed data protection policy is available from our GDPR homepage: <http://www.worldtravelcentregroup.com/gdpr/>

**This document is a simple summary of why & how we process personal data as outlined in the FAQs below:**

### **Do we hold personal data?**

Yes, we receive personal data from data subjects to enable us to book travel transactions on their behalf.

### **What type of personal data do we hold?**

Typically, we store Full Passport Name, email address & mobile number. We may also hold details such as date of birth, photo ID details (passport or driving licence), postal address, land line numbers and airline or hotel reward scheme details.

The following table outlines where and why data may be transferred to third parties.

Data Sharing	WTC Group	Third Party
Sensitive Data	<b>Yes.</b> With their consent, we will process information about a Data Subject's health condition or disability as necessary for the purposes of arranging travel in accordance with their needs. <b>Yes.</b> With their consent, we will process information about a Data Subject's criminal record as necessary for the purposes of assisting them (at their request) with a visa application.	<b>Yes.</b> With their consent, we will process information about a Data Subject's health condition or disability as necessary for the purposes of arranging travel in accordance with their needs. <b>Yes.</b> With their consent, we will process information about a Data Subject's criminal record as necessary for the purposes of assisting them (at their request) with a visa application.
Marketing Purposes	Yes	No
EU/UK Travel Purposes	Yes	<b>Yes.</b> Only where we are required to do so to complete a travel request such as when requested by airlines, hotels, and car hire companies or for visa purposes i.e. only where it is necessary to enable the data subject to avail of the travel service booked.
Non EU/UK Travel Purposes	Yes	<b>Yes.</b> Only to a verified travel supplier or service provider who may be situated outside the EEA and only for the expressed purpose of enabling a travel



Data Sharing	WTC Group	Third Party
		transaction. For example, non-EU airlines or US government for APIS purposes.
<b>Strong Customer Authentication (SCA2)</b>	<b>Yes.</b> Data is collected by WTCG for the purposes of authenticating card payments by Payment Services Providers (PSPs)	Yes. This data is submitted securely by card holders and passed to our PSPs. It is not stored or held by our servers at any stage.
<b>Other Purposes</b>	<b>Yes.</b> Only where the data subject has submitted the data to us and consents to its retention for future use.	No

### Do we hold sensitive data?

Yes. In the very limited circumstances referenced in the table above.

### Do we share data with third parties?

Yes, but only where we are required to do so to complete a travel request such as when required by airlines, hotels, car hire companies or for visa purposes. i.e. only where it is necessary to enable the data subject to avail of the travel service booked.

### Do we transfer data out of the UK/EEA?

Yes, but only to a verified travel supplier or service provider who may be situated outside the UK/EEA and only for the expressed purpose of enabling a travel transaction. For example, non-EU airlines or US government for APIS purposes.

### Do we store data for other processing?

We may, but only where the data subject has submitted the data to us and consents to its retention for future use.

### Do we share data with other third parties for marketing or other purposes?

No, never. We protect it against unauthorised disclosure or processing.

### How long do we retain data?

Data can be retained for a little as 48 hours and up to 3-5 years depending on the nature of the data and individual circumstances. Our data retention policies are set out in detail in our data protection policy including the commercial & legal rationale.

In each case we have carefully considered the best interests of our clients, both individuals and corporate.

### Do we use data for marketing purposes?

Dublin:  
World Travel Centre Ltd

43 Pearse Street  
Dublin 2  
D02 W085

Belfast:  
World Travel Centre Ltd.

Ground Floor  
Murrays Exchange  
1 Linfield Road  
BT12 5DR



We do not use contact details of corporate clients for any marketing or promotional activity. We may send relevant travel related material to our clients as part of our travel management obligations.

We occasionally contact our leisure department customers through SMS / email with offers related to travel services they have purchased from us in the past.

All such contacts contain simple and immediate opt-out options.

### **What about consent?**

When we process your personal data as submitted by or on your behalf on the basis of your consent, you are free to withdraw that consent at any time. You can withdraw your consent by contacting us using the contact details at the bottom of this notice.

Please note that if you withdraw your consent we may not be able to continue providing you with the service to which the consent related.

### **Rights under GDPR of our data subjects:**

You have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data:

- **Right to access the data** - You have the right to request a copy of the personal data that we hold about you, together with other information about our processing of that personal data.
- **Right to rectification** – You have the right to request that any inaccurate data that is held about you is corrected, or if we have incomplete information you may request that we update the information such that it is complete.
- **Right to erasure** – You have the right to request us to delete personal data that we hold about you. This is sometimes referred to as the right to be forgotten.
- **Right to restriction of processing or to object to processing** – You have the right to request that we no longer process your personal data for particular purposes, or to object to our processing of your personal data for particular purposes.
- **Right to data portability** – You have the right to request us to provide you, or a third party, with a copy of your personal data in a structured, commonly used machine readable format.

In order to exercise any of the above rights, please contact us using the details below.

### **BREXIT & UK GDPR:**

Dublin:  
World Travel Centre Ltd

43 Pearse Street  
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The EU GDPR does not apply in the UK after the end of the Brexit transition period on 31 December 2020.

The UK's DPA 2018 has already enacted the EU GDPR's requirements into UK law and, with effect from 1 January 2021, the DPPEC (Data Protection, Privacy and Electronic Communications (Amendments etc) (EU Exit)) Regulations 2019 amended the DPA 2018 and merged it with the requirements of the EU GDPR to form a new, UK-specific data protection regime that works in a UK context after Brexit as part of the DPA 2018.

This new regime is known as the 'UK GDPR'.

Where appropriate we have aligned our GDPR documentation with the requirements of the UK GDPR and to reflect the UK's independent jurisdiction and the specific scope and wording of the UK GDPR.

Where our UK registered entity offers services to EU residents we continue to comply with the EU GDPR.

#### **Questions:**

If you have any queries in connection with our processing of personal data, you can get in touch with us using the following contact details:

[compliance@worldtravelcentregroup.com](mailto:compliance@worldtravelcentregroup.com)