



Information Commissioner's Office

Data Protection Register - Entry Details

Registration Number: Z1050611

Date Registered: 04 October 2007 **Registration Expires:** 03 October 2011

Data Controller: ADVANCE SERVICES & SOLUTIONS LIMITED

Address:

41 HOLYBROOK ROAD
READING
BERKSHIRE
RG1 6DG

This register entry describes, in very general terms, the personal data being processed by:

ADVANCE SERVICES & SOLUTIONS LIMITED

This register entry contains personal data held for 3 purpose(s)

Purpose 1

Staff Administration

Purpose Description:

Appointments or removals, pay, discipline, superannuation, work management or other personnel matters in relation to the staff of the data controller.

Data subjects are:

Staff including volunteers, agents, temporary and casual workers
Relatives, guardians and associates of the data subject

Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Education and Training Details
Employment Details
Financial Details

Racial or Ethnic Origin
Religious or Other Beliefs Of A Similar Nature
Trade Union Membership
Physical or Mental Health or Condition

Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Data subjects themselves
Relatives, guardians or other persons associated with the data subject
Current, past or prospective employers of the data subject
Education, training establishments and examining bodies
Suppliers, providers of goods or services
Financial organisations and advisers
Central Government
Employment and recruitment agencies

Transfers:

None outside the European Economic Area

Purpose 2

Advertising, Marketing & Public Relations

Purpose Description:

Advertising or marketing the business of the data controller, activity, goods or services and promoting public relations in connection with that business or activity, or those goods or services.

Data subjects are:

Customers and clients
Complainants, correspondents and enquirers
Advisers, consultants and other professional experts

Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Goods or Services Provided

Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Data subjects themselves
Business associates and other professional advisers
Suppliers, providers of goods or services

Transfers:

None outside the European Economic Area

Purpose 3

Accounts & Records

Purpose Description:

Keeping accounts related to any business or other activity carried on by the data controller, or deciding whether to accept any person as a customer or supplier, or keeping records of purchases, sales or other transactions for the purpose of ensuring that the requisite payments and deliveries are made or services provided by him or to him in respect of those transactions, or for the purpose of making financial or management forecasts to assist him in the conduct of any such business or activity

Data subjects are:

Customers and clients
Suppliers
Complainants, correspondents and enquirers

Data classes are:

Personal Details
Financial Details
Goods or Services Provided

Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Business associates and other professional advisers
Employees and agents of the data controller
Other companies in the same group as the data controller
Suppliers, providers of goods or services
Financial organisations and advisers
Credit reference agencies
Debt collection and tracing agencies
Central Government

Transfers:

None outside the European Economic Area

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