

Privacy Notice & Data Protection Statement

Nuvia Outsourcing Ltd

Last updated: January 2026

1. Introduction

Nuvia Outsourcing Ltd (“Nuvia”, “we”, “us”, “our”) is committed to protecting the privacy and security of personal data. This Privacy Notice explains how we collect, use, store, and share personal information in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Who We Are (Data Controller)

Nuvia Outsourcing Ltd
United Kingdom

Email: info@nuviaoutsourcing.com
Website: www.nuviaoutsourcing.com

3. Scope of This Notice

This notice applies to individuals whose personal data we process, including clients, workers, contractors, business contacts, and website users.

4. How We Collect Personal Data

We collect personal data directly from individuals, from our clients, from lawful third parties, and via limited technical data collected through our website.

5. Categories of Personal Data

This may include identity data, contact details, employment and engagement information, financial and tax data, compliance records, and limited technical website data.

6. Lawful Basis for Processing

We process personal data under the lawful bases of contract performance, legal obligation, legitimate interests, and consent where required.

7. How We Use Personal Data

Personal data is used to deliver payroll and compliance services, meet statutory obligations, conduct identity checks, manage client relationships, and maintain audit trails.

8. Sharing Personal Data

We may share data with HMRC, pension providers, statutory bodies, payroll and compliance partners, and professional advisers where lawful and necessary.

9. International Transfers

Where data is transferred outside the UK or EEA, appropriate safeguards are implemented in line with data protection law.

10. Data Security

We implement appropriate technical and organisational measures to protect personal data, including secure systems and access controls.

11. Data Retention

Personal data is retained only for as long as necessary to meet legal, regulatory, and operational requirements.

12. Your Rights

Individuals have rights under UK GDPR including access, correction, erasure, restriction, objection, data portability, and withdrawal of consent.

13. Complaints

If you have concerns about data handling, please contact us. You may also complain to the Information Commissioner's Office (ICO).

14. Website Use

Our website collects limited technical data to ensure functionality and security and does not identify users without consent.

15. Changes to This Notice

We review this Privacy Notice regularly and publish updates on our website.

16. Contact Us

Email: info@nuviaoutsourcing.com

Website: www.nuviaoutsourcing.com