



Candidate and Consultant Privacy Notice.

This notice explains how **Aisco Security** collects and uses your personal information when you apply for a position with us or are considered for a client assignment.

Who We Are

We are Aisco Security Group. Irish Limited (company number 713983). If you have any questions about how we handle your personal information, please contact us at info@aisco365.ie or Unit 1 Airside Boeing Avenue Airport Business Park Waterford.

Information We Collect

We may collect information you provide through your CV, application, interviews and communications with us. This may include your name, contact details, date of birth, qualifications, employment and education history, right-to-work information, references, security licences, and other information relevant to your application.

Where legally permitted and necessary, we may also process criminal record and background-check information.

Information from Other Sources

We may receive additional information from referees, previous employers, recruitment agencies, training providers, professional bodies, LinkedIn and other verification services to assess your suitability for employment or client assignments.

What Do We Use Your Personal Information For?

Aisco Security may use your personal information to:

- Contact you and respond to your enquiries.
- Manage your application and recruitment process.
- Assess your suitability for available roles or client assignments.
- Carry out references, background checks and right-to-work checks.
- Maintain our recruitment database and business records.
- Prepare employment or assignment documentation.
- Meet our legal, regulatory and security obligations.

Information received from third parties may be combined with information you provide and used for these purposes.

Special Category Information

Where necessary and legally permitted, we may process sensitive information such as health details, ethnicity, religious beliefs, trade union membership, biometric information and criminal conviction information.

We will only process this information where required by law, necessary for legitimate employment or security purposes, or where you have provided explicit consent.

For example, health information may be used to assess fitness for work, support workplace adjustments and manage sickness absence.

Where we ask for consent, we will explain what information is required and why. Providing consent will not normally be a condition of employment unless legally required.

Who Do We Share Your Personal Information With?

Aisco Security may share your personal information with:

- Clients where you may be assigned to work.
- Subcontractors, suppliers and screening providers involved in recruitment or vetting.
- Companies within our group, where required to manage applications, contracts, systems and business operations.
- Government, regulatory or legal authorities where disclosure is required by law.
- Relevant organisations where necessary to prevent fraud or protect the rights and safety of Aisco Security, our clients or others.

If Aisco Security is involved in a business sale, merger or restructuring, your information may also be shared with relevant parties where legally permitted.

Do You Have to Provide Your Personal Information?

You are not generally legally required to provide your personal information. However, without the necessary information, we may not be able to process your application or consider you for suitable positions.

Do We Need Your Consent?

Not always. We may use your information when it is necessary to consider employment, meet legal or regulatory requirements, or for legitimate business purposes.

Where we specifically require your consent, we will explain what information we need and why. You are free to refuse consent, and where consent is given, you can withdraw it at any time, subject to applicable legal requirements.

How Do We Keep Your Personal Information Safe?

Aisco Security takes appropriate steps to protect your personal information from loss, misuse, unauthorised access or disclosure. These measures may include:

- Using secure servers and trusted cloud systems.
- Providing staff with regular data protection and security training.
- Keeping physical records secure and limiting paper files.
- Using appropriate firewall, antivirus and other security measures.
- Restricting access to personal information to authorised staff on a need-to-know basis.
- Applying appropriate security controls to remote working and mobile devices.

International Transfers

Where your personal information needs to be transferred or stored outside the UK or European Economic Area, we will ensure appropriate legal safeguards are in place to protect your information and privacy rights.

How Long Do We Keep Your Information?

We will keep your recruitment information only for as long as necessary for recruitment, legal and business purposes. Where appropriate, we may retain your details for future employment opportunities and may contact you before removing them from our records.

If you are employed by Aisco Security, information collected during recruitment may form part of your employment records and will be managed in accordance with our internal policies.

Automated Decision-Making

Aisco Security does not normally use automated decision-making or profiling to make recruitment decisions about you.

Your Rights and How You Can Control Your Information

Under data protection law, you have rights over the personal information we hold about you. These may include the right to:

- Request access to your personal information.
- Ask us to correct inaccurate or incomplete information.
- Request deletion or restriction of your information where applicable.
- Object to certain uses of your personal information.
- Opt out of marketing communications.
- Request a copy of the information we hold about you.
- Object to automated decision-making or profiling, where applicable.

Some rights may be limited where we are legally required to retain or process certain information.

To exercise your rights, please contact **Aisco Security's Data Protection Contact** at dataprotection@aisco365.ie. We may ask for information to verify your identity before processing your request.

Raising a Concern

If you have any concerns about how we use your personal information, please contact us at dataprotection@aisco365.ie

You may also contact the Information Commissioner's Office (ICO) if you believe your data protection rights have not been respected.

Keeping This Notice Updated

We regularly review this Privacy Notice and may update it when our processes or legal requirements change.

Policy: Recruitment Privacy Notice

Policy Owner: Data Protection Officer

Version: 1.0

Last Updated: 04 September 2026