

YES Energy Solutions Privacy Notice  
Wales and West VCMA Round 2

**Our contact details**

Name: Yorkshire Energy Services CIC T/A YES Energy Solutions

Address: Unit 8-9, Victoria Mills, Stainland Rd, Greetland, Halifax HX4 8AD

Phone Number: 01422 880 100

**Our Contact Page**

Date of Privacy Notice: 01.05.2024

**What data do we process?**

We currently collect and process the following information: Basic personal data such as your name, address and contact details.

**How do we receive your data?**

We normally receive your data directly from you either through a phone call, email or a reply slip (letter in the post). We may also receive data from Wales and West if they have identified that you need support from us.

**Why do we process your data?**

The personal information we process is provided to us to enable us to install energy efficient measures to your property utilising Home Upgrade Grant, ECO and Council funding schemes.

**Who do we share your data with?**

We may need to share your information with:

- Wales and West (Project Partner)
- Internal YES departments
- Energy Saving Trust (Benefit eligibility confirmation)
- Department for Energy Security and Net Zero (DESNZ) Governing body

## Lawful Basis

Under the UK General Data Protection Regulation (UK GDPR), the lawful basis we rely on for processing this information are: Contractual Obligation.

## How we store your personal information

Your information is securely stored.

We keep your name, address, contact details and qualification eligibility evidence for **10 years**. We will then dispose of your information by removing it from our database.

## Your data protection rights

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at **YES Energy Solutions, Unit 8-9 Victoria Mills, Stainland Road, Greetland, Halifax HX4 8AD** or Email us: [dataprotection@yesenergysolutions.co.uk](mailto:dataprotection@yesenergysolutions.co.uk)

You can also complain to the ICO if you are unhappy with how we have used your data.



The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

## YES Energy Solutions

Unit 8-9 Victoria Mills, Stainland Road, Greetland, Halifax, HX4 8AD  
01422 880 110 [enquiries@yesenergysolutions.co.uk](mailto:enquiries@yesenergysolutions.co.uk)  
[www.yesenergysolutions.co.uk](http://www.yesenergysolutions.co.uk)



YES Energy Solutions is the trading name of Yorkshire Energy Services CIC. Registered in England and Wales. Company Registration No. 03995784. VAT Registration No. 746618114.