

September 5th, 2025

Personal Data Privacy Notice

Scope of Notice

This privacy notice (the “**Notice**”) is intended for employees of E.ON Energy Solutions Limited (“**E.ON**”) and tells you what to expect us to do with your personal information. The controller of your personal data is CEVA Logistics Limited (“**CEVA**”), Ceva House, Excelsior Road, Ashby De La Zouch, Leicestershire, England, LE65 9BA.

If you have any questions regarding the processing of your personal data, please write at GBLOGCEVAUKHRAdmin@Cevalogistics.com.

Types of Personal Data Processed

CEVA processes the below types of your personal data:

- Name and surname.

Sources of Personal Data

The personal data we process about you is provided by a third party – your employer, E.ON.

Legal Basis and Purposes for the Processing of Your Personal Data

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. Our lawful basis is point (f) of UK GDPR Article 6(1) which is our legitimate interest.

Your personal data is recorded to identify you by name when collecting parcels, thus allowing CEVA to pick and dispatch individual orders.

Sharing Your Personal Data with Third Parties

Third Party who operates an application that manages the parcel pick up from CEVA site and transport to the locker locations for the engineer to collect. The personal data is used to create accounts that the Third Party uses to place correctly assigned orders.

Transfer of Data

Your personal data will not be transferred outside of the United Kingdom.

Data Retention

Your personal data will be retained for no longer than required to fulfil the purposes for which it was collected. In general, personal data, or records containing personal data, will be retained for periods of time required in accordance with applicable legal or accounting obligations. In all cases, where your information is no longer required, CEVA will ensure it is disposed of in a secure manner.

Your Rights

You have the right to:

- access your personal data;
- the rectification of your personal data;
- the erasure of your personal data;
- the restriction of processing;
- object to processing.

If you make a request, we must respond to you without undue delay and in any event within one month; this period can be extended by up to two additional months, if the request is complex or if multiple requests have been made by the same individual. To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the Information Commissioner's Office: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>