

Privacy Policy

Cirraw Ltd

Last updated: March 2026

1. Who we are

Cirraw Ltd is a company registered in England and Wales. We provide Google Workspace security products and services, including Safe Send, Four Eyes, Security Audit, and AI Workflow Training.

You can contact us about privacy matters at:

Email: data-protection@cirraw.io

Website: cirraw.io

CIRRAW LTD · Company No. 17107243

Address: 167-169 Great Portland Street, London, England, W1W 5PF

2. What information we collect

We collect only the information necessary to provide our services and respond to enquiries. This may include:

- Your name and email address when you contact us or book a call
- Your organisation name and job title, if provided
- Information about your Google Workspace environment, shared as part of a security engagement
- Technical information submitted during a security audit or product deployment We do not currently use cookies, website analytics tools, or advertising trackers on cirraw.io.

3. How we use your information

We use the information we collect to:

- Respond to your enquiries and manage bookings
- Deliver our products and services to you
- Fulfil our contractual obligations
- Comply with legal and regulatory requirements

We do not sell, rent, or share your personal data with third parties for marketing purposes.

4. Legal basis for processing

Under UK GDPR, we rely on the following lawful bases:

- Legitimate interests — to respond to enquiries and run our business
- Contract — to deliver services you have engaged us for
- Legal obligation — where we are required to process data by law

5. Who we share your data with

We may share your data with trusted third-party service providers who help us deliver our services, such as:

- Google (Workspace, Calendar, Gmail) — for communication and scheduling
- Any subcontractors engaged to assist with a specific engagement, bound by confidentiality

We require all third parties to respect the security of your data and to treat it in accordance with the law. We do not transfer your data outside the UK or EEA.

6. How long we keep your data

We retain personal data only as long as necessary for the purposes it was collected, or as required by law. In practice:

- Enquiry data is retained for up to 12 months
- Administrative, contractual, and billing records related to client engagements are retained for 6 years following the end of the engagement, in line with UK statutory requirements.

You may request deletion of your data at any time (see Section 8).

7. Data security

We take appropriate technical and organisational measures to protect your personal data against unauthorised access, loss, or disclosure. All sensitive technical and security environment data shared during a security engagement is handled with strict confidentiality and is securely deleted immediately following the engagement period without explicit agreement.

8. Your rights

Under UK GDPR, you have the right to:

- Access the personal data we hold about you
- Correct inaccurate or incomplete data
- Request erasure of your data (the 'right to be forgotten')
- Object to or restrict how we process your data
- Data portability, where applicable

To exercise any of these rights, please contact us at data-protection@cirraw.io. We will respond within 30 days.

If you are not satisfied with how we handle your request, you have the right to lodge a complaint with the Information Commissioner's Office (ICO) at ico.org.uk.

9. Changes to this policy

We may update this privacy policy from time to time. The most current version will always be available at cirraw.io/privacy. We will notify you of material changes where we have your contact details.