

# **Privacy Policy**

Last updated: 10 November 2025

This Privacy Policy explains how **NaviTrade Energy Ltd** ("NaviTrade", "we", "us", "our") collects, uses, shares and protects personal data when you visit our website, contact us, or interact with us via email or messaging services such as WhatsApp.

#### 1) Who we are

**Data Controller:** NaviTrade Energy Ltd

167–169 Great Portland Street, 5th Floor, London, W1W 5PF, United Kingdom

Email: contact@navitradeenergy.com Website: www.navitradeenergy.com

## 2) Scope

This Policy applies to our website and to our communications with prospective and existing business contacts, suppliers and clients (B2B context).

#### 3) Personal data we collect

- **Inquiry & contact details:** first/last name, company, business email, phone number, role (supplier/receiver), selected product, free-text message.
- **Communications metadata:** dates/times, IP address (server logs), referrer/UTM parameters, and message headers.
- **Website usage (limited):** essential cookies for site operation; we currently do not use behavioural advertising cookies. If we add analytics later, this policy will be updated.

#### 4) Sources

We receive data directly from you (forms, email, WhatsApp) and, where relevant, from your organisation or public business sources (e.g., corporate websites, LinkedIn) for B2B verification.





#### 5) Purposes and legal bases (GDPR/UK-GDPR)

- **Responding to inquiries & providing quotes:** performance of a contract or steps prior to entering a contract (Art. 6(1)(b)).
- Business operations, supplier/buyer due diligence, fraud and compliance checks: legitimate interests (Art. 6(1)(f)) and/or legal obligation (Art. 6(1)(c)).
- **Communications and relationship management:** legitimate interests (B2B relationship management).
- **Marketing (if any):** consent (Art. 6(1)(a)) or legitimate interests (B2B), with opt-out rights at any time.

#### 6) Retention

- **Inquiry records:** typically up to 24 months from last interaction, unless required longer for legal/regulatory reasons.
- **Server logs & security events:** typically up to 12 months.
- We apply data minimisation and periodic reviews.

## 7) Sharing & recipients

We may share data with:

- **Service providers** (e.g., hosting, email/messaging providers, IT/security support) under contractual confidentiality and data processing terms.
- Professional advisers and counterparties as needed for transactions, compliance and dispute resolution.
- Authorities where required by law or to protect our rights, users, or the public.
- Business transfers (e.g., merger or acquisition) following appropriate safeguards.

We do **not** sell or "share" personal data for cross-context behavioural advertising.





#### 8) International transfers

We operate internationally and may transfer data outside your country, including outside the UK/EU/EEA. Where required, we use appropriate safeguards (e.g., Standard Contractual Clauses, UK International Data Transfer Addendum) and implement technical and organisational measures.

## 9) Security

We maintain administrative, technical and physical safeguards appropriate to the nature of the data and risks, including access controls, encryption in transit, and logging/monitoring. No method of transmission or storage is fully secure; residual risk remains.

# 10) Your rights

Depending on your location, you may have rights to:

- access, rectification, erasure, restriction, objection (including to direct marketing), and portability (EU/UK GDPR);
- withdraw consent where processing is based on consent;
- lodge a complaint with a supervisory authority (e.g., UK ICO or your local EEA authority).

To exercise rights, contact: contact@navitradeenergy.com. We may request reasonable verification that you are the data subject.

#### 11) California privacy notice (CPRA)

For California residents, you may have the right to request access, correction, deletion, to know categories/specific pieces of personal information, and to be free from discrimination for exercising rights. We do not sell or share personal information for cross-context behavioural advertising and do not use "sensitive personal information" for additional purposes. Submit requests at contact@navitradeenergy.com.





## 12) Cookies & similar technologies

We use essential cookies for site operation. If we add analytics or other non-essential cookies, we will provide appropriate notices and choices.

#### 13) Children

Our services are intended for business professionals. We do not knowingly collect personal data from children under 16.

# 14) Changes to this Policy

We may update this Policy from time to time. Material changes will be posted on this page with a new "Last updated" date.

#### 15) Contact

Questions or requests can be sent to **contact@navitradeenergy.com**.

Signed on behalf of NaviTrade Energy Ltd

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Founder & Chief Executive Officer / Director

NaviTrade Energy Ltd

