



This Privacy Statement provides information about the ways in which Workplace Instructor Network (WIN) processes the personal information provided to us.

Workplace Instructor Network (WIN)

Workplace Instructor Network (WIN) is a body corporate under Irish law, number 605611, with registered offices at Unit 2 Lyncon Court, Blanchardstown Industrial Park, Blanchardstown, Dublin 15, Ireland.

The WIN service offered by Workplace Instructor Network is designed to provide access to a network of certified instructors for workplace-based training.

General Data Protection Regulation (GDPR)

The General Data Protection Regulation applies from 25th May 2018 and significantly changes data protection law in Europe, strengthening the rights of individuals and increasing the obligations on organisations. The GDPR is designed to give individuals more control over their personal data.

The key principles under the GDPR are lawfulness, fairness and transparency; purpose limitation; data minimisation; accuracy; storage limitation; integrity and confidentiality, and accountability (Article 5 of the GDPR).

The data subject rights under GDPR are:

- The right to be informed,
- The right to access information,
- The right to rectification,
- The right to erasure,
- The right to data portability,
- The right to object to processing of personal data,
- The right of restriction,
- Rights in relation to automated decision making, including profiling,

If you require further information in relation to your rights, you can contact info@winireland.ie or write to Workplace Instructor Ireland, Unit 2 Lyncon Court, Blanchardstown Industrial Park, Blanchardstown, Dublin 15.

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Changes to this Privacy Statement:

This Privacy Statement was last updated on 20th May 2018. This Privacy Statement is a live document and will be kept under regular review and updated, as required.

This Privacy Statement is not intended to be a comprehensive Privacy Statement as required by Articles 13 and 14 of the GDPR but intended to be read with the Workplace Instructor Network Data Protection Policy.

Use of the WIN Website and Cookie Policy

The WIN website is www.workplaceinstructornetwork.ie.

Cookie Policy (relating to www.workplaceinstructornetwork.ie)

Cookies

A cookie is a small text file that a website saves on your computer or mobile device when you visit the site. It enables the website to remember your actions and preferences (such as login, language, font size and other display preferences) over a period of time, so you don't have to keep re-entering them whenever you come back to the site or browse from one page to another.

Further information on cookies can be found at:

http://ec.europa.eu/ipg/basics/legal/cookies/index_en.htm

Cookies used on www.workplaceinstructornetwork.ie:

- PHPSESSID (Session Cookie)

Maintains the active PHP session so logged-in users stay authenticated while navigating the site. The main purpose of this cookie is strictly necessary. This cookie is cleared when the browser is closed or the session times out on the server. Generated automatically when `session_start()` runs; only contains a random identifier, no personal data stored in the cookie itself.

- `_stripe_mid` (Expiry – up to 1 year)

This cookie is associated with Stripe, a payment processing service that processes all payments for orders via the website. The main purpose of this cookie is strictly necessary for payment processing. Only appears when a user is redirected to Stripe Checkout. Stored on the `checkout.stripe.com` domain.

- `__stripe_sid` (Expires after 30 minutes)

Temporary session identifier used by Stripe to secure payment flows. The main purpose of this cookie is strictly necessary for payment processing. Only appears when a user is redirected to Stripe Checkout. Stored on the `checkout.stripe.com` domain.

Control of Cookies

You can control and/or delete cookies as you wish – for details, see aboutcookies.org. You can delete all cookies that are already on your computer and you can set most browsers to prevent them

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from being placed. If you do this, however, you may have to manually adjust some preferences every time you visit a site, and some services and functionalities may not work.

Other Notes:

Stripe may set other short-lived security cookies on its own domains when users complete a payment. Refer to [Stripe's Cookie Policy](#) for their latest list and retention periods.

WIN does not set marketing or analytics cookies, and there are currently no optional cookies that require consent banners.

Signed:  _____

Date: 8th April 2026

Adrian Jackson
Managing Director