



Have a Hart, help the Homeless
76 Brackenbury Rd
Kingstanding
B44 0EX

02 August 2021

INFORMATION – Data Protection ICO Notice

As an organisation we collect personal information such as;

- Personal identifiers, contacts and characteristics (for example, name and contact details)

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You can remove your consent at any time. You can do this by contacting [contact details]
- (b) We have a contractual obligation.
- (c) We have a legal obligation.
- (d) We have a vital interest.
- (e) We need it to perform a public task.

Your information is securely stored and we keep your registration email for 1 year prior to removal or resignation from the organisation.

We will then dispose of your information via secure disposal methods.

We are not required to pay a data protection fee to the Information Commissioners Office, however our organisation has taken steps to make sure we are compliant with GDPR.



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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.

Please contact us at contact@hartoutreach.org if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at contact@hartoutreach.org

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>