### Privacy Notice; General Public for publication on website/facebook etc…

This Privacy Notice tells you what to expect when One Voice (Immingham District) Ltd collects and uses your personal data in accordance with the General Data Protection Regulation.

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| **Data Controller** | One Voice (Immingham District) Ltd |
| **Our contact details:** | Address: C/O Immingham Civic Centre, Pelham Rd, Immingham DN40 1QF  Email: chair@onevoicecommunity.com |
| **The purpose we are processing your personal data for is** | To enable us to send you news and information from our distribution lists;  To undertake and/or receive funding applications;  To facilitate your attendance at events, activities and training run by us including the processing of payments  To respond to email and telephone conversations |
| **Using your personal information for other purposes** | We will not process your personal data for any other purpose than that for which it was collected, without first providing you with information on that other purpose and seeking your consent if applicable; except where we are required to disclose your personal data in accordance with legislation for example in relation to the prevention and detection of crime, counter terrorism, safeguarding, legal proceedings or to protect interests of you or another. |
| **The fair and lawful basis we are processing your personal data on is** | Article 6 (a) **-** the data subject has given consent to the processing of his or her personal data for one or more specific purposes and Article 6 (b)processing is necessary for the performance of a contract to which the data subject is party |
| **Am I required to provide One Voice (Immingham District) Ltd with my personal data** | No, but not providing it may impact on services you wish us to provide |
| **Does One Voice (Immingham District) Ltd.’s processing of my personal data involve automated decision-making, including profiling?** | No |

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| **Can I withdraw my consent for processing** | You can withdraw your consent for the processing of your personal data at any time. |
| **Who we will share your personal data with** | Other organisations and individuals as appropriate, as requested by you |
| **Transfers of personal data to a country or territory outside the EEA** | No transfer |
| **How long we will retain your personal data for** | Mailing lists - your personal data will be securely disposed of at your request or if the database is ‘cleansed’ and we do not receive consent to retain the data.  Email information – the email or information extracted will be retained for 2 years unless you give us permission to retain it longer for a specified purpose, or organisational need dictates that the information is stored for a longer period - no more than 6 years  Information captured as part of a telephone call - information extracted will be retained for 2 years unless you give us permission to retain it longer for a specified purpose, or organisational need dictates that the information is stored for a longer period - no more than 6 years  Funding applications – 1 year after the funding deadline has closed unless successful and activities are being undertaken against the application. Organisational need may dictate that the information is stored for a longer period - no more than 6 years  Training – disposed of immediately unless you give us permission to retain it longer for a specified purpose, or organisational need dictates that the information is stored for a longer period - no more than 6 years. |
| **What are my rights in relation to my personal data?** | You have the right to access the personal data we hold about you; to request we rectify or erase your personal data; to object to or restrict processing in certain circumstances; and a right of data portability in certain circumstances. |
| **Who can I complain to?** | If you are dissatisfied with how we have processed your personal data you can contact the Data Privacy Officer to request an internal review.  If you are dissatisfied with the outcome of the internal review, you have the right to appeal directly to the Information Commissioner for an independent review. <https://ico.org.uk/concerns/> |
| **Contact details for our Data Privacy Office** | Chair of One Voice (Immingham District) Ltd,  Address: C/O Immingham Civic Centre, Pelham Rd, Immingham DN40 1QF  Email [chair@onevoicecommunity.com](mailto:chair@onevoicecommunity.com) |