

Privacy Notice

Our contact details

Name:

Address:

Phone Number:

E-Mail:

What type of information we have

We currently collect and process the following information:

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

How we get the information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- [If applicable] We also receive personal information indirectly, from the following sources in the following scenarios:

Under the Data Protection (Jersey) Law 2018, the lawful bases we rely on for processing this information are:
[delete as appropriate]

A. Your consent. You are able to remove your consent at any time. You can do this by contacting:

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.

F. We have a legitimate interest.

What we do with the information we have

We use the information that you have given us in order to:

We may share this information with:

How we store your information

Your information is securely stored:

[Redacted]

We keep

[Redacted]

for

[Redacted]

We will then dispose your information by:

[Redacted]

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 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 information in certain circumstances.
- Your right to object to processing -** You have the the right to object to the processing of your personal data in certain circumstances.
- Your right to data portability -** You have the right to ask that we transfer the 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 four weeks to respond to you.

Please contact us at:

[Redacted]

if you wish to make a request.

How to complain

You can also complain to the Jersey Office of the Information Commissioner (**JOIC**) if you are unhappy with how we have used your personal data.

JOIC's address:

2nd Floor
5 Castle Street
St. Helier
Jersey
JE2 3BT

enquiries@jerseyoic.org

+44 (0) 1534 716530