

## **Privacy Notice**

### **1. Your personal data – what is it?**

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

### **2. Who are we?**

Asylum Matters is a registered charity (1192664) that campaigns collaboratively, locally and nationally, to transform asylum in the UK, and is the 'data controller' for the personal data collected by the project. This means it decides how your personal data is processed and for what purposes. Asylum Matters can be contacted at PO Box 389, Leeds, LS26 1GR or [info@asylummatters.org](mailto:info@asylummatters.org).

### **3. What is the legal basis for our processing of your data?**

The legal bases under which personal data is processed by Asylum Matters the "Asylum Matters" project are as follows:

- a) Consent: you have given us clear consent for us to process your personal data for a specific purpose;
- b) Legitimate interests: the processing is necessary for our legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.

Our legitimate interests in the processing of personal data are the furtherance of our campaign goals in accordance with our organisational strategy and our charitable objectives.

### **4. What data do we collect?**

Our collection of personal data is limited to that data necessary to fulfil our campaign goals. This is normally confined to contact details of supporters of our campaigns goals and other correspondents and business contacts contacted in the course of our campaigning work.

We use the personal data of supporters of our campaign goals and other correspondents and business contacts contacted in the course of our campaigning work:

- a) to contact them with relevant updates on developments in the sector or calls to action on our campaign goals;
- b) to inform our campaigning work;
- c) to contribute to the efficacy of our public campaigning work

We also gather data from people who are or have been in the asylum system to inform our campaigning and this data may sometimes be of a sensitive nature. In this case, additional conditions and safeguards for processing your information apply.

We comply with our obligations by not collecting or retaining excessive amounts of data; by keeping personal data up to date; by storing and destroying it securely; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. We have a Data Protection policy to oversee the effective and secure processing of your personal data, and implement annual reviews of what data we hold and whether it is still necessary for us to hold it. Please contact us for more information about this framework.

All the personal data we process is processed by our staff in the UK. However, for the purposes of IT hosting and maintenance, this information may be located on servers outside the European Union. Please see [here](#) for details of our business services provider's compliance with GDPR, including appropriate certifications.

## **5. Sharing your personal data**

Your personal data will be treated as strictly confidential. We will only share your data with third parties outside Asylum Matters with your consent.

## **6. Your rights and your personal data**

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of your personal data;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for us to retain such data;
- The right to withdraw your consent to processing at any time;

- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data;
- The right to lodge a complaint with the Information Commissioner's Office.

If at any point you believe the information we process on you is incorrect, you can request to see this information and have it corrected or deleted. If you wish complain about how we have handled your personal data, please contact us. If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law, you can complain to the Information Commissioner's Office (ICO).

## **7. Further processing**

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

## **8. Contact details**

To exercise all relevant rights, queries or complaints please in the first instance contact [info@asylummatters.org](mailto:info@asylummatters.org).