



Foundation Trust Membership Privacy Notice

Thank you for becoming a member of our Foundation Trust. This notice is to inform you about how the personal data collected in your membership application form will be used by the Trust.

Your information will be held securely and used in accordance with data protection legislation.

Using your personal data: the legal basis and purpose

We collect your contact details for the purpose of communicating with you about things that are happening in the Trust. This also includes you receiving our membership magazine, inviting you to member's events or meetings and informing you about our Governor elections.

We only process this information when it is in the **legitimate interests** of the Trust (UK GDPR Article 6(1)(f)).

We also collect information to ensure that our membership is representative of the community we serve. This includes collecting special categories of information such as sexual orientation, religious beliefs, ethnicity and whether you consider you have a disability. Providing this information is optional.

The legal basis for this processing is **necessary to perform a public task** (UK GDPR Article 6(1)(e)) and also **necessary for reasons of substantial public interest** (UK GDPR Article 9(2)(g)).

We are required to maintain a public register of our members. You can opt out of this at any time by contacting the Membership Office on telephone number: 01482 389132 or email: hnf-tr.members@nhs.uk.

The legal basis for this processing is **necessary to perform a public task** (UK GDPR Article 6(1)(e)).

How long will we keep this information?

Your membership information will only be held for as long as you are member of the Trust. If you no longer wish to be member, please contact the Membership Office on telephone number: 01482 389132 or email: hnf-tr.members@nhs.uk

Your rights

We will ensure your rights are respected. You have the right to:

- Be informed about how we handle your information (privacy notice)

- Rectify any personal data that is inaccurate or incomplete
- Object to how we process your information
- Restrict the processing of your information
- Erase your personal data in certain circumstances
- Access information we hold about you

Contacts

If you have any questions about how your information is used, please contact the Membership Office on telephone number: 01482 389132 or email: hnf-tr.members@nhs.uk.

Additionally, you also have the right to raise a complaint with the Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Helpline: 0303 123 1113 or report online at <https://ico.org.uk/concerns/handing/>

The Trust's Data Protection Officer is

Lisa Davies
Mary Seacole Building
Willerby Hill
Beverley Road
Willerby
HU10 6ED.

Telephone 01482 477854. Email: HNF-TR.IGTeam@nhs.net

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