



General Data Protection Regulation

Fair Processing and Privacy Notice

1. Overview

This fair processing notice explains why **NORTHUMBERLAND NATIONAL PARK MOUNTAIN RESCUE TEAM (NNPMRT)** collects information about you and how that information may be used.

Under the Data Protection Act 2018 organisations like **Northumberland National Park Mountain Rescue Team** must take care to protect your information and ensure it is held lawfully and stored securely.

Northumberland National Park Mountain Rescue Team collects your data either directly from you or from organisations or authorities you have given your data to, on the understanding that they will share this information with us, where appropriate. We may also collect your data as a result of being requested to support statutory services such as the police, fire and ambulance services.

Northumberland National Park Mountain Rescue Team is an independent charity and operates under the association of Mountain Rescue England and Wales. Our team members are all highly trained volunteers with a strong understanding of information rights. We may share your data with statutory authorities, within our team, or with other operational organisations, where appropriate, provided they are registered with the ICO.

Northumberland National Park Mountain Rescue Team will hold your personal information on our systems for as long as is necessary to carry out the activity relevant to your interaction with us, as outlined in our **Records Management and Retention Policy**.

2. Records Held and Why

Northumberland National Park Mountain Rescue Team legally processes your information for the following reasons:

- For the performance of a task carried out in the public interest for statutory bodies
- Where we have a legal obligation regarding financial affairs
- Where we have a vital interest, such as in the case of casualty care
- If you have applied for an event we are supporting or run by us
- If you have raised funds for **Northumberland National Park Mountain Rescue Team** or made a donation to us.
- If you have applied to be a member or supporter of **Northumberland National Park Mountain Rescue Team**

Northumberland National Park Mountain Rescue Team uses a combination of working practices and technologies to ensure that your information is kept confidential and secure. Records that we may hold include:

2.1 For members of the public

- Details about you, such as your name, address and emergency contact details.
- Notes and reports about your health and social care.
- Details about any health treatment and care.
- Relevant information about you that has been passed to us from other professional authorities, such as the police or ambulance service, to support us in a search or rescue situation.
- Any contact **Northumberland National Park Mountain Rescue Team** has had with you.
- The outcome of any search or rescue conducted by **Northumberland National Park Mountain Rescue Team** that has involved you.
- Your legal representative, if appropriate.
- Your name and address if you have purchased merchandise from our online shop or made a Gift Aid declaration. (Please note that we will not store your bank account or payment card details)
- Digital images of you, if you have participated in an event run by us or an event that we are supporting.

2.2 For Team members, Operational Support Team members and Support Team members

- Details about you, such as your name, address, phone number and emergency contact details.
- Personal information required for volunteering related purposes.
- Bank details and financial information if you have made a purchase on behalf of **Northumberland National Park Mountain Rescue Team** and have been reimbursed from team funds.
- Notes and reports about your health and social care.
- Digital images and videos of you.
- Information or digital images that have been shared on the team website or social media platforms

In the above cases, **Northumberland National Park Mountain Rescue Team** stores your data to allow the team to operate efficiently or in order to support our fundraising activities.

3. Your Rights

If we need to use your personal information for any reasons beyond those stated above, **Northumberland National Park Mountain Rescue Team** will discuss this with you and ask for your explicit consent. The Data Protection Act 2018 gives you certain rights, including the right to:

- Request access to the personal data we hold about you, e.g. in health records.

- Request the correction of inaccurate or incomplete information recorded in our records, subject to certain safeguards.
- Request your personal information to be transferred from one IT environment to another without hindrance to usability.
- Request that the processing of your personal data is restricted. In certain circumstances, this means that your personal data can be stored by **Northumberland National Park Mountain Rescue Team** but not processed or shared by us.
- Object to the use of your personal information. In certain circumstances, you may also have the right to 'object' to the sharing of your information.
- Request that your personal data is erased. This right is not absolute and only applies in certain circumstances.

4. Raising a complaint

If you wish to discuss how we store or process your personal data, you wish to make a change to the data we hold about you or you wish to make a complaint about how your personal data has been handled, please contact our Data Protection Lead, who will investigate the matter.

Under the Data Protection Act 2018 you are also entitled to request access to personal information held about you. If you would like to submit a request, you may do so by submitting a Subject Access Request ('SAR'). Please address your subject access request to **data@nnpmrt.org** or Data Protection Lead Northumberland National Park Mountain Rescue Team, Eastburn, South Park, Hexham, Northumberland, NE46 1BS. We do not charge and will provide a full response within a month.

The Data Protection Lead for the team is: **Andrea Wilson**

They can be contacted on: **data@nnpmrt.org**

DPA Registration Number: **ZA161656**

or to make a complaint,

The Information Commissioner's Office

If you have an information right complaint and you would like more information about your legal rights, you can write to the Information Commissioner's Office.

The Information Commissioner's Office
 Wycliffe House Water Lane Wilmslow Cheshire
 SK9 5AF
 Telephone: 0303 123 1113
 Email: casework@ico.org.uk
 website: www.ico.org.uk

