



Scarborough & Ryedale
Mountain Rescue Team

Privacy Notice
09-05-2018

Fair Processing and Privacy Notice

How we use your personal information

Version Control Table

Date	Description	Revision
10-05-2017	Initial release by the Trustees	1

Introduction

This fair processing notice explains why Scarborough & Ryedale Mountain Rescue Team collects, information about you and how that information may be used.

Under the Data Protection Act 2018 organisations like Scarborough & Ryedale Mountain Rescue Team must take care to protect your information and ensure it is stored properly and correctly.

We provide support to statutory services such as police, fire and ambulance. We are an independent charity and operate 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 process your information for the performance of a task carried out in the public interest.

Record Held and Why

Scarborough & Ryedale Mountain Rescue Team use a combination of working practices and technology to ensure that your information is kept confidential and secure. Records that we may hold include:

- Details about you, such as your address, legal representative, emergency contact details.
- Any contact Scarborough & Ryedale Mountain Rescue Team has had with you
- Notes and reports about your health and social care
- Details about any health treatment and care
- Results of any rescue missions that have involved you
- Relevant information from other professional authorities to support you in a rescue situation

For Volunteers:

- Emergency contact information
- Personal information for volunteering related purposes
- Accounts and financial information
- Notes and reports about your health and social care

For Supporters:

- Personal data is collected to enable us to provide information about our activities and events via email and newsletters
- The personal data collected may include but is not limited to name, address, email and phone number
- Newsletters and other mailing list data is processed via third party software MailChimp, whose privacy policy can be viewed at <https://mailchimp.com/legal/privacy/>

For Event Entrants:

- Personal data is collected to enable us to provide information about the event entered and compile entry lists for safety purposes
- The personal data collected may include but is not limited to name, address, email, phone number and emergency contact details
- Event entry data is processed via third party software SiEntries, whose privacy statement can be viewed at <https://www.sientries.co.uk/privacy.pdf>

If we need to use your personal information for any reasons beyond those stated above, we 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. 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
- Object to the use of your personal information: In certain circumstances you may also have the right to 'object' to the processing (i.e. sharing) of your information

Raising a complaint

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Lead who will investigate the matter.

The Data Protection Lead for the team is: **Andrew Priestley**

They can be contacted on: dataofficer@srmrt.org.uk

DPA Registration Number: **Z6460254**

Under the Data Protection Act 2018 you are 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:

EMAIL: secretary@srmrt.org.uk

POSTAL ADDRESS:

The Secretary
Scarborough & Ryedale Mountain Rescue Team
Units 1b & 1c
Barkers Lane Industrial Estate
Snainton
North Yorkshire
YO13 9BG

We do not charge and will provide a full response within a month.

The Information Commissioner's Office

If you have an information right complaint you and 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