

NORTHERN IRELAND POLICING BOARD

Privacy Notice: Holding contact information for communications activity

NIPB Privacy Notice – Communications activity

Data Controller Name: Northern Ireland Policing Board

Address:

James House, Block D
2 – 4 Cromac Avenue
The Gasworks
Belfast
BT7 2JA

Telephone: 028 90408500

Email: information@nipolicingboard.org.uk

Data Protection Officer

Telephone: 028 90408500

Email: Data.protection@nipolicingboard.org.uk

Why are you processing my personal information?

- State the purpose of processing:

We need your personal information to allow us to send you information about the role and work of the Northern Ireland Policing Board (the Board) and the role and work of Policing and Community Safety Partnerships (PCSPs).

- Outline the lawful basis for processing i.e. consent; contract; legal obligation; vital interests; public task or legitimate interests.

We have identified the lawful basis for processing your personal information as consent and as such the Board will require your written consent in order to receive information from us. Confirmation of consent being given will be held on our system. We will ask you to complete a form giving your consent.

You have the right to ask us to delete your contact details from our records at any time and you can do so by contacting us by email at consent@nipolicingboard.org.uk or by phoning the Board at 028 9040 8541 and asking for the Communications Branch.

Do you share my personal data with anyone else?

- **The Board will not routinely share your personal data with any other organisations. We may however have to share your personal data with the Information Commissioner's Office (ICO) if you complain to them about how we have handled your information.**

We may receive Freedom of Information and Environmental Information Regulations requests for third party personal data. We have a legal obligation to process any personal data we hold when considering requests under these laws. In most cases we will consider whether disclosure would contravene principle (a) of the GDPR.

Do you transfer my personal data to other countries?

- **The Board does not transfer personal information overseas.**

How long do you keep my personal data?

We will retain your data in line with our Retention and Disposal Schedule which states:

- **We will review your consent agreement after 5 years.**

What rights do I have?

- **You have the right to object to the processing in specific circumstances.**

In addition:

- You have the right to obtain confirmation that your data is being processed and access to your personal data.
- You are entitled to have personal data rectified if it is inaccurate or incomplete.
- You have a right to have personal data erased and to prevent processing in specific circumstances.
- You have the right to 'block' or suppress processing of personal data in specific circumstances.

- You have the right to data portability in specific circumstances.
- You have rights in relation to automated decision making and profiling.

How do I exercise my rights or complain if I am not happy?

You can find out more information about your rights on the [Information Commissioner's Office website](#) or you can contact them at the address provided below.

If you wish to exercise any of your rights or if you are unhappy with any aspect of this privacy notice please contact the Board's Data Protection Officer at:

Northern Ireland Policing Board

James House, Block D
2 – 4 Cromac Avenue
The Gasworks
Belfast
BT7 2JA

Email: Data.protection@nipolicingboard.org.uk

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113

E-Mail: casework@ico.org.uk

<https://ico.org.uk/global/contact-us/>

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DOCUMENT TITLE

**Northern Ireland Policing Board
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ONLINE FORMAT

This document is available in PDF format from our website. This document may also be made available upon request in alternative formats or languages. Requests should be made to the Northern Ireland Policing Board.

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