



The Mortimer Community Benefit Society Ltd

Privacy Policy

The Mortimer Community Benefit Society needs to collect, store and use personal data about people including present, prospective and past shareholders, volunteers and supporters in order to carry on its business and meet its stakeholders' requirements effectively.

We acknowledge that the lawful and correct treatment of personal data is very important to the efficient and effective running and governance of the Society.

We adhere to the six principles of Data Protection set out in the General Data Protection Regulation (GDPR) and embodied in the Data Protection Act 2018.

These principles state that personal data must be:

1. fairly and lawfully processed
2. used for specified, explicit and legitimate purposes
3. adequate, relevant and not excessive
4. accurate and kept up to date
5. not kept for longer than is necessary
6. used with appropriate security and protected against unlawful or unauthorised processing, access, loss, destruction or damage

To meet the requirements of the GDPR principles we will:

- observe the conditions regarding the fair collection and lawful use of personal data
- meet our obligations to specify the purposes for which personal data is used

- collect and process appropriate personal data only to the extent that it is needed to fulfil operational needs or to comply with any legal requirements
- ensure the quality of personal data used
- apply strict checks to determine the necessary length of time personal data is held
- take appropriate security measures to safeguard personal data

When we collect any personal data, we will inform the persons concerned why we are collecting that data and what we intend to use it for. Personal data which we collect, record or use in any way whether it is held on paper, on computer or other media has appropriate safeguards applied to it.

We will ensure that the rights of individuals about whom the personal data is held, can be fully exercised under the GDPR. If requested by an individual, we will disclose what data we hold for that person, correct any errors if so advised, or if directed delete that data insofar as we are able to if we are legally required to hold this information.