

Women's Association for Networking and Development

Empowering women to become agents for their own change



WAND UK Privacy Statement

A new data privacy law is being introduced on the 25th of May 2018. As a result we are publishing a new Privacy Policy Notice to make it easier for you to find out how we use and protect your information within WAND UK. We won't be changing the way we use your personal information, but the new notice will provide you with additional details such as:

- Your increased rights in relation to the information we hold about you
- How we keep your personal information secure
- The types of personal information we collect about you and how we use it
- The legal grounds for how we use your information

Under the Data Protection Act 1998, the general information that you supply about yourself is known as your personal data and information about any criminal convictions, ethnic origin and health, amongst other things, is known as 'sensitive personal data'. Under the Data Protection Act 1998, you have a right to know what personal information we hold about you. If you'd like a copy of the information you are entitled to please write to WAND UK, St Charles Centre for Health and Wellbeing, Exmoor Street, London W10 6DZ clearly identifying yourself and the information you require. We will ask you to provide identification to ensure we do not disclose your information to the wrong people.

We will record and use your personal and sensitive personal data for internal purposes only, to assist in the recruitment and selection process and also services provided. We do not share personal data with third parties, except when this becomes necessary for WAND UK, or is required by law or other legal processes.

We will only keep your personal information for as long as we need to in order to fulfil the purposes of the organisation, or as required by law. The **personal information** we collect depends on the services you have used and how you use them.

We'll use your personal information to provide you with services. This applies when you register for a job, volunteer positions, membership or services from us.

This means we'll:

- record details about the services you use or activities you do with us
- send you service information messages or emails
- support you adequately taking into account any health and wellbeing issues
- record your communications with us, including emails

The Privacy Notice makes sure that we continue to comply with privacy law and regulation. There are no changes to how we provide our services, or what we ask of you. If we make changes to any of these in the future, we'll let you know.

We want to make sure that any personal information we hold about you is up to date. So if you think your personal information is inaccurate, you can ask us to correct or remove it at no charge to you. Please contact the office on the numbers below to do this.

Got a question about how we use your information?

You can get in touch with our data-protection officer (Gladys Jusu-Sheriff) by email at info@wanduk.org or write to the address below and mark it for their attention.

If you'd like any more details, or you have comments or questions about our privacy policy, write to us at:

WAND UK
St. Charles Centre for Health and Wellbeing
Exmoor Street
London
W10 6DZ

Phone: 0208 962 4132 / 0781 348 5607

WAND UK 2018

WAND UK, St Charles Centre for Health and Wellbeing, Exmoor Street, London W10 6DZ
www.wanduk.org / info@wanduk.org
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