

PRIVACY NOTICE

Under Data Protection legislation the Charity Trustees of **renew169** are the Data Controller (Laura Patterson, Christine Booth, Jacqui Hunt, Edgar Thompson, Gabriel Abrahams, Christopher Gilbert) and the Manager of renew169 acts as our Data Protection Officer (Shelagh Chapman).

We are collecting this information (your name, address and contact details) to enable the renew169 to keep in touch with you and provide support as appropriate.

Data Protection legislation allows us to process this information as we regard it as being in renew169s legitimate interest. Your name and contact details will be held by the manager of renew169 on a computer which is password protected.

Where regular donations to renew169 are made, the Treasurer of renew169 will hold details of your financial contributions. This information is not shared with any other Trustee or the Manager of renew169.

To enable us to provide support to you, the manager of renew169 may record information which may be regarded as sensitive. This information will be stored (in password protected documents) on the managers computer. This password will not be shared. This information will NOT be disclosed to anyone else without your consent. You have the right to ask to see any information we hold about you by submitting a 'Subject Access Request' to the manager of renew169. You also have the right to ask for information which you believe to be incorrect to be rectified.

If you are concerned about the way your information is being handled please speak to our Data Protection Officer. If you are still unhappy you have the right to complain to the Information Commissioners Office

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

Your contact details will be removed from the database when you no longer visit renew169 unless you ask to remain as one of our "friends of renew". We would like to include your name and contact details in our contacts list which may be distributed by email to friends and members of renew169, who have consented to be included on the list. We will not give copies of the email address list to anyone else. You can ask for your details to be removed at any time.