

## **DATA PROTECTION NOTICE**

### **Purpose of this data protection notice**

This notice sets out the basis on which Campaign for an English Parliament (“CEP” “we” “us” “our”) shall process the personal information provided by you pursuant to the Application to Join and the personal information CEP subsequently collect about you in connection with your ongoing membership.

Please read the following carefully to understand CEP intentions regarding your personal information and how CEP will treat it. **By completing the Application to Join you are accepting the intentions described in this notice.**

### **About us and how to contact us**

CEP is the controller for the purposes of data protection legislation in respect of the personal information that CEP holds about you. If you have any questions, comments or requests regarding your personal information and this notice you can contact CEP at: The Company Secretary, C.E.P., Rea Bank, Weir Road, Hanwood, Shrewsbury, SY5 8LA; or email: [campaigns@thecep.org.uk](mailto:campaigns@thecep.org.uk)

If you are unhappy with how CEP handle your personal information, you can contact CEP and / or notify the Information Commissioner’s Office (ICO) by calling their helpline on 0303 123 1113.

### **Use of your personal information**

CEP will use your personal information to contact you in relation to our membership services including the provision of our campaigning, magazine and newsletters. CEP will post these to the mailing address which you have provided to us or may email these to you at the email address you have provided (if applicable).

### **Legal basis for processing personal information**

CEP will process your personal information on the basis that this is necessary for the performance of our relationship with you, specifically, the information is necessary to enable you to join our membership, receive membership services and for us to manage your membership.

### **Sharing your personal information**

CEP does not share your personal information with any other organization.

CEP may share your personal information with the regulator or to otherwise comply with law.

### **Information we collect about you**

CEP will update its records as and when you advise us of any changes.

You should advise CEP if you no longer wish to continue your membership.

### **How long will we hold your information for?**

CEP will hold your personal information for the duration of your membership and for up to 6 months following the termination of your membership.

### **European Economic Area**

CEP will not transfer your personal information outside the European Economic Area without informing you beforehand. The transmission of information via the internet or post is not completely secure. Although CEP will do our best to protect your personal information, CEP cannot guarantee the security of your information posted to us or transmitted to our site; any transmission is at your own risk. Once CEP has received your information, we will use procedures and security features to try to prevent unauthorised access.

### **Your rights**

You have certain rights in relation to your personal information. You can exercise your rights by contacting CEP.

- You have the right to access the personal information CEP hold about you by making a subject access request in accordance with data protection legislation. Before or after 25 May 2018 CEP may charge a reasonable fee where a request is manifestly unfounded or excessive.
- You have the right to have your personal information rectified if it is inaccurate or incomplete.
- You have the right to have your personal information deleted in certain specific circumstances.
- You have the right to object to the processing of your personal information by CEP as well as the right to request us to restrict the processing of your personal information, both in certain specific circumstances.
- You have the right to ask CEP not to process your personal information for marketing purposes. You can exercise the right at any time (including after giving consent to marketing) by contacting CEP.
- You have the right to data portability (i.e. the right to receive your personal information which you have provided to CEP in a certain format and to transfer that to another controller) in certain specific circumstances.