

Campaign for an English Parliament (CEP)

Data Protection Notice to National Council Members

Purpose of this data protection notice

As a member of **CEP** you have already provided us with certain personal information. This information was provided pursuant to your Application to Join and through our ongoing relationship with you as a member. This personal information enables us to provide you with our membership benefits. As a National Council (NC) Member you have agreed to undertake additional responsibilities and the way in which we will use your information will also change.

Please read the following carefully to understand our views and practices regarding your personal information and how we will treat it. **By continuing your membership with us, and your role as an NC Member, you are accepting the practices 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 we hold about you. If you have any questions, comments or requests regarding your personal information you can contact us at The Company Secretary, C.E.P., Rea Bank, Weir Road, Hanwood, Shrewsbury, SY5 8LA or campaigns@thecep.org.uk.

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

Use of your personal information

In your role as a member of the Association, we will use your personal information to contact you in relation to our membership services including the provision of our campaigning material, magazine and newsletters. We will post these to the address which you have provided to us. In future, we may email these to you to the email address you have provided (if applicable).

In your role as a NC Member, your name and contact details may be made available to other NC Members, and we may also publish them in our magazine and newsletter, with your agreement. Other NC Members and members of the **CEP** may contact you in connection with **CEP** business.

Legal basis for processing personal information

In your role as a NC Member, we will process your personal information on the basis of what is necessary to perform such duties as a NC Member.

Sharing your personal information

We do not share your personal information with other organisations.

We may share your personal information with a 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?

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

European Economic Area

We will not transfer your personal information outside the European Economic Area without informing you beforehand. Unfortunately, the transmission of information via the internet or post is not completely secure. Although we will do our best to protect your personal information, we cannot guarantee the security of your information posted to us or transmitted to our site; any transmission is at your own risk. Once we have 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 us.

- You have the right to access the personal information we hold about you by making a subject access request in accordance with data protection legislation. Before and after 25 May 2018 we may charge you 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 us 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 us 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 us.
- You have the right to data portability (i.e. the right to receive your personal information which you have provided to us in a certain format and to transfer that to another controller) in certain specific circumstances.