

# **Humber Nature Partnership Privacy Policy**

#### Our contact details

Name: Humber Nature Partnership

Address: Waters Edge Visitor Centre, Maltkin Road, Barton upon Humber,

North Lincolnshire, DN18 5JR

Phone Number: 01652 631520

E-mail: info@humbernature.co.uk

#### The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details) collected by subscribing to our mailing list.
- Information submitted through the 'Observation Form' and 'Contact Us' pages.

## How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- You have requested to subscribe to our mailing list.
- You are submitting a request/question through the 'Contact Us' page on our website
- You are submitting an observation through the 'Observation Form' page on our website

We use the information that you have given us in order to:

- Inform you about Humber Nature Partnership news and events
- Answer requests or questions you have, or in order to respond to issues raised within the Observation Form.

We may share this information (with personal details omitted) with organisations such as, but not limited to:

- Hull City Council
- East Riding of Yorkshire Council
- North Lincolnshire Council
- North East Lincolnshire Council
- East Lindsey District Council
- Natural England
- Environment Agency
- Marine Management Organisation
- Cefas
- Inshore Fisheries and Conservation Authorities (IFCA)
- Other Defra organisations
- The Wildlife Trust
- RSPB
- Other wildlife conservation organisations
- Humber Nature Partnership members (details available on request)

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting info@humbernature.co.uk
- (b) We need it to perform a public task.
- (c) We have a legitimate interest.

### How we store your personal information

Your information is securely stored digitally via Google Drive and Cloud mailing services.

We keep any submitted information for 5 years. We will then dispose your information by removing it from our storage drives.

### Your data protection rights

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at info@humbernature.co.uk if you wish to make a request.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at:

**Humber Nature Partnership** 

Waters' Edge Visitor Centre, Maltkin Road, Barton upon Humber, North Lincolnshire, DN18 5JR

Phone Number: 01652 631520

E-mail: info@humbernature.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Helpline number: 0303 123 1113

ICO website: <a href="https://www.ico.org.uk">https://www.ico.org.uk</a>