

# Privacy Policy

Manchester and East Midlands Rail Action Partnership (MEMRAP) is committed to ensuring that the personal data of our members and other contacts is handled in accordance with the principles set out in General Data Protection Regulation (GDPR).

This privacy notice tells you what to expect when MEMRAP collects personal information about you.

Contents of this notice:

1. How do we get your information?
2. What personal data we process and why
3. Our lawful bases for processing your personal data
4. Your rights in relation to this processing
5. Transfers of personal data
6. Data sharing
7. Complaints

## 1. How do we get your information?

MEMRAP collects private information from members, and from other supporters and attendees at events (collectively referred to as “supporters”). This information is provided directly by the person concerned. We do not collect information from other sources or third parties.

## 2. What personal data we process and why

When you apply to be a member or otherwise become a supporter, MEMRAP will collect some or all of the following information:

Your full name and address and preferred name; your land line telephone number or your mobile telephone number; your personal email address; the amount of your subscription or donation and date of payment, the name of any member associated with your subscription.

## 3. Our lawful basis for processing your personal data

The law requires us to set out the lawful grounds on which we collect and process your personal information as described in this notice.

MEMRAP collects and processes the personal information of members and supporters for the purposes of the legitimate interests of the organisation. This will normally be for keeping them informed of the progress of the campaign and for maintaining membership records.

## 4. Your rights in relation to this processing

### 4.1 Right to be informed

You have the right to be told how your personal information will be used. This policy is intended to provide you with a clear and transparent description of how your personal information may be used.

### 4.2 Right of access

You can write to us to ask for confirmation of what information we hold on you and to request a copy of that information (and other related information). Provided we are satisfied that you are entitled to see the information requested and we have successfully confirmed your identity, we will provide you with your personal information subject to any exceptions that apply.

#### 4.3 Right of erasure

At your request we will delete your personal information from our records as far as we don't have an overriding legitimate reason for keeping it (e.g., to comply with a legal obligation).

#### 4.4 Right of rectification

If you believe our records of your personal information are inaccurate, you have the right to ask us to update those records. You can also ask us to check the personal information that we hold about you if you are unsure whether it is up to date or not.

#### 4.5 Right to restrict processing

You have the right to ask us to restrict the processing of your personal information if there is disagreement about its accuracy or whether our use is legitimate or not.

#### 4.6 Right to object

You have the right to object to processing where we are processing your personal information on the basis of the legitimate interests ground (see '3. Our lawful basis for processing your personal data' above) and we have no compelling reason we can demonstrate to continue with that processing.

### **5. Transfers of personal data**

We will not transfer the personal information of members or supporters to third parties.

### **6. Data sharing**

In some circumstances, such as under a court order, we are legally obliged to share information.

### **7. Complaints**

If you wish to complain about the way in which MEMRAP has processed your personal information, in the first instance please contact our director team at [contact@memrap.org](mailto:contact@memrap.org). In the unlikely event that they are unable to resolve the issue, you can contact the Information Commissioner, who is the UK regulator for data protection, at:

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