

## **Norfolk Group of Reflexologists (NGR) Privacy Notice**

### **YOUR PERSONAL INFORMATION - GENERAL DATA PROTECTION REGULATION (GDPR)**

GDPR is bringing in new legal protection for personal information from May 2018. This tells you what personal information we hold and why, and what your rights are. Once you have read it please complete and sign the Declaration below.

**Area Group Name:** Norfolk Group of Reflexologists (NGR)

**Area Group contact:** Angela Sellens- Drake, tel 01603 503794, email: [asdrake@ntlworld.com](mailto:asdrake@ntlworld.com)

**The Purpose of processing your Data:** We hold and use your data in order to make you aware of the events and activities relating to this Area Group.

**Lawful Basis for holding and using your Information:** The lawful basis under which we hold and use your information is legitimate interest: i.e. our requirement to make you aware of the events and activities relating to this Area Group. By joining us, you agree to us holding your contact details.

**What information we hold and what we do with it:** We hold and use your contact details solely to be able to inform you about events and activities relating to this Area Group.

We will NOT share your information with anyone outside this Area Group. We will keep your information until you leave this Area Group.

**Protecting Your Personal Data:** We are committed to ensuring that your personal data is secure.

**Your Rights:** GDPR gives you the following rights: The right to be informed; The right of access; The right to rectification; The right to erasure (also called "the right to be forgotten"); The right to restrict processing of personal data; The right to data portability; The right to object; Rights in relation to automated decision-making and profiling; The right to lodge a complaint with the Information Commissioner's Office.

Full details of your rights can be found at <https://ico.org.uk/for-organisations/guide-to-the-general-dataprotection-regulation-gdpr/individual-rights/>.

If you wish to exercise any of these rights, please contact us using the contact details above. If you are dissatisfied with the response you can complain to the Information Commissioner's Office; their contact details are at: [www.ico.org.uk](http://www.ico.org.uk)