



Data Protection Policy

Breast Cancer Kent (we/us) promises to respect the personal data that you choose to share with us.

We only use information about you for the following purposes:

1. If you make a donation to Breast Cancer Kent by cash or by cheque we will use your name and address to write and thank you.
2. If you are setting up a Standing Order to give regularly to Breast Cancer Kent, we will need to write to your bank to do this. We will also use your name and address to write and thank you.
3. If you have asked us to provide you with regular updates on our work or fund-raising activities we will use your name, address and email address for those purposes only and store this information on a secure database. Only trustees of Breast Cancer Kent will have access to this information.

We will not give your name and address to other organisations or individuals without your permission.

We will hold your information for a period of up to seven years from the end of your relationship with the charity.

Unless you have given us permission to store and use your personal information (as stated above), we will destroy your information safely and securely.

If you have kindly provided us with a picture and details of your fund-raising activities for our website and social media, we will ask for your consent to post the picture together with your name and any other details relevant to the fund-raising.

You have the right to withdraw your consent for us to store and use your personal information at anytime by contacting us.

Under the General Data protection Regulations (GDPR) you have the following rights:

- **Information Right** – the right to receive the information contained in this

Policy about the way we process your personal data.

- **Personal Data Access Right** – the right to know that we are processing your personal data and, in most circumstances, to have a copy of the personal data of yours that we hold. You can also ask for certain other details such as what purpose we process your data for and how long we hold it.
- **Personal Data Correction Right** – You have the right to request that we correct inaccurate data or complete incomplete data that we hold on you.
- **Personal Data Erasure Right** – Known as the Right to be forgotten. In certain circumstances you may request that we erase your personal data held by us.
- **Personal Data Restriction Right** – You have the right to restrict the way we process your personal data in certain circumstances, for example if: you contest the accuracy of the data, if our processing is unlawful, to pursue legal claims, where we are relying on legitimate interests to process data.
- **Data Processing Objection Right** – You have the right to object to us processing your data for (i) direct marketing purposes (ii) scientific or historical research or statistical purposes and (iii) purposes of profiling related to direct marketing or based on our legitimate interests or on the performance of a task in the public interest.
- **Data Portability Right** – you have the right to receive a copy of certain personal data or to have it transferred to another organisation in some circumstances