

John Truscott's Data privacy notice

1 Your personal data and my role as data controller

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession.

I am the data controller for my own work. I decide how your personal data is processed and for what purposes. The processing of personal data is governed by the General Data Protection Regulation (GDPR) – from 25th May 2018.

2 How I process your personal data

I seek to comply with my obligations under the GDPR by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure; and by ensuring that appropriate technical measures are in place to protect personal data.

I use personal data to mail my bimonthly 'Resources e-letter', to send out prayer news, both by email.

3 The legal basis for processing your personal data

I have freely-given consent from those I email to send the items in question. I hold documentary evidence of this by means of copies of my website response forms, forms completed at training events I have run and personal emails (complete from January 2009). I give clear instructions on how to unsubscribe at any time. I do not disclose data to any third party. I keep data while it is still current.

4 Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data that I hold.

- The right to request a copy of your personal data which I hold.
- The right to ask me to correct any personal data if found to be inaccurate or out of date.
- The right to request your personal data is erased where it is no longer needed.
- The right to withdraw your consent to the processing at any time.
- The right to 'data portability' (where applicable).
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing.
- The right to object to the processing of personal data (where applicable).
- The right to lodge a complaint with the Information Commissioners Office.

5 Further processing

If I wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then I will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, I will seek your prior consent to the new processing.

6 Contact Details

John Truscott, 69 Sandridge Road, St Albans AL1 4AG Tel 01727 832176
Email john@john-truscott.co.uk Web <https://www.john-truscott.co.uk>

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

22nd November 2017