

EMDR NE Data Protection Privacy Statement – October 2018

EMDR NE holds your personal information (data) in line with General Data Protection Regulations 2018 (GDPR).

EMDR NE has a Data Protection Policy which incorporates a Data Security and Privacy Policy which can be viewed on the website. By providing EMDR NE with your information you agree to EMDR NE holding and storing your personal information in accordance with EMDR NE's Data Protection Policy.

Members of EMDR NE receive a variety of benefits. Those who choose to be on the mailing list as non-members receive a limited amount of information.

Whether a Member or only on the mailing list you are required to confirm on an annual basis a) your preferred status as a Member or non-member and b) that your details are correct. If you have not replied within 8 weeks of being contacted your personal data is destroyed.

Member data is collected as a requirement for becoming a Member and is used by EMDR NE for matters relating to Membership.

Mailing list data is collected as a requirement for being on the mailing list and is used by EMDR NE for matters relating to being on the mailing list.

Personal Information held by EMDR NE is only shared with Committee members and other authorised EMDR NE personnel, as applicable. This information is not shared with any unauthorised person.

Members and those on the mailing list have the following rights over their data:

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling

Should you request any of the above rights an EMDR NE Committee Member will respond within 28 working days. Officers of EMDR NE do not hold portable data and do not use it to make automated decisions or profiling.

As a Member or simply on the mailing list you have the right to withdraw your consent from EMDR NE to hold your personal information. By withdrawing consent you withdraw your right to be a Member or to be on the mailing list.

All personal information is held securely in accordance with the EMDR NE Data Protection Policy, including that held in Dropbox.

If you need to update your personal information please inform the Membership Secretary.

Personal information will be updated within 14 days of receiving it.

As a Member, or have your name on the mailing list, you have the right to complain should you think that EMDR NE has mishandled your personal data. Complaints should be made in the first instance to the Data Protection Officer, who will investigate and respond to that complaint within 30 days of receiving it. Should you be unhappy with the way your complaint has been dealt with you can raise your complaint directly with the Information Commissioner's Office.

Should your data be compromised and you are not already aware of it, you will be informed. Any breach of personal data that is reported to the Data Controller will then be reported to the Information Commissioner's office.

The EMDR NE website contains links to websites operated by third parties under different privacy policies. Should you choose one of those links, you will be leaving the EMDR NE site and this privacy notice will no longer apply.

Data Protection Officer and Data Controller: **Symon Day**