



George's Windmills – Privacy Policy

You may be asked to submit personal data to George's Windmills. George's Windmills is both a data controller and data processor of your personal information.

You are providing your personal data to:

George's Windmills
64 Kents Hill Road
Benfleet
Essex
SS7 5PL

The details of the data protection contact are (DPO):

Data Protection Officer
George's Windmills
64 Kents Hill Road
Benfleet
Essex
SS7 5PL

WHY WE COLLECT AND HOW WE SHARE YOUR DATA

In order to fulfil obligations of the charity, we collect personal and sensitive data via email or forms on the website. These details are collected and shared in the following ways:

- To send information about the charity and upcoming events on a regular basis to aid fundraising. We never share or sell personal information to third parties.
- Personal and sensitive data is used to determine successful application for events, grants and appeals (for example, Wish Upon a Windmill). This information is not shared outside of the charity and is used to check validity of claims and to contact regarding charity activities that have been applied for only.
- Data may be shared with external agencies for auditing purposes, such as the Charity Commission.



- George's Windmills will use your data to collect statistical information relating to charity information and activities. The basis for this is a legitimate interest in order to obtain performance and quality information.
- George's Windmills has a duty of care to safeguard children and vulnerable adults. Your personal and sensitive information will be shared with external agencies if there is a wellbeing concern.

HOW YOUR DATA IS STORED

All of your personal data is stored electronically. Any paper-based data collected will be transferred to an electronic store and destroyed within 12 weeks.

Your data is protected and only shared with those who have a legitimate interest as detailed previously. Secure cloud-based storage is used in order to access your personal data.

DATA RETENTION POLICY

Your data is retained for two years for audit requirements.

YOUR RIGHTS

Under GDPR you have a right of access to your personal data:

Under the GDPR, individuals will have the right to obtain:

- confirmation that their data is being processed;
- access to their personal data

Any requests for personal information must be made in writing to the above DPO. Requests must be responded to within one month of receipt.