

Under the General Data Protection regulations in force from 25th May 2018 Organisations are obliged to provide fair processing information to data subjects (individuals about whom data is held).

Your consent is required for the Benefice of Purley St. Mark and St. Swithun [**BPMS**] to hold information about you, and this notice tells you what will be held and who will be able to see it.

More details may be found in the BPMS Data Protection Policy (available as a download through the church websites, or from the data protection officer), or you can telephone the BPMS Office on 020 8763 9991, or email *at stmarksoffice1@gmail.com*.

We undertake:

- To keep any information about you secure and available only to those who need to see it;
- Not to pass on any information to any third party without your express permission (except where we are legally compelled so to do);
- To allow you to know exactly what information is held at any time;
- To delete any data you do not want us to hold;
- Never to sell or give data to any organisation;
- To consult you personally before extending the information we want to hold;
- To behave ethically and to act always in both the letter and spirit of the law.

Why we want to hold information about you:

- For the day-to-day administration of the churches;
- To help us inform you about our services, events, charitable work and initiatives;
- To maintain membership and support;
- To contact you or your next of kin in case of emergency;
- To increase our understanding of the churches' demographic makeup.