



WMIP Data Controller

The data controller in WMIP is the Chair of the Board of Trustees who can be contacted at chair@wmip.org.

Who Data is Held About

WMIP holds personal data on two groups of people:

- Members and Trustees
- Non-Members

What Data is Held about Non-Members

The personal data held falls into the following categories:

- Name and contact details of non-members who have attended or expressed interest in WMIP events
- Records of WMIP training courses attended
- Records of CPD events attended

Purpose for Holding and Processing the Data

Names and contact details of non-members will be held by WMIP so that they can be informed about activities which may be of interest to them: training courses, seminars, conferences, etc.

Period for which Data will be Held

The maximum period for which this data will be held is set out below. Data may be deleted earlier than stated below when appropriate; for example, when requested to do so by the individual concerned. Data will be deleted at any time on the request of the data subject/individual.

Contact details will be held for 6 years from the date agreement to hold this data is given. Records of training courses, events and attendees will be kept for 6 years after the event.

Data Sharing

For administration data may be shared with an outside agency for the purposes and duration set out above. Data will not be shared or passed to any other bodies.

Rights

You have the right to ask to see what information we hold about you, what we will use it for, and to ask for it to be accurate. You also have the right to ask for it to be deleted.

Further Information

If a data subject does not agree with the data being held or wishes to complain about the holding or processing of their data they should in the first instance contact the Chair of the WMIP Board of Trustees at chair@wmip.org. If the Chair of the WMIP Board of Trustees is unable to resolve the issue to the satisfaction of the individual they should contact the Information Commissioner's Office at <https://ico.org.uk/>.

Further information about WMIP, its activities, the code of ethics, and the code of practice can be found at <http://www.wmip.org/index.html>.

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