

## Privacy and Data Protection Policy

The Christian Police Association takes your privacy seriously. The information you provide to us will be held under the Data Protection Act 1998 and is in line with the EU General Data Protection Regulation 2017.

We know that your privacy is very important to you. We recognise the importance of protecting the privacy of information that we may collect.

We aim to be as clear as possible about how and why we use information we collect from you. We only collect information that you consent to give us.

If your questions are not fully answered by the information below, please contact our headquarters staff who will be happy to help. Email: [office@CPAuk.net](mailto:office@CPAuk.net)

Compliance with the Data Protection Act 1998 and EU General Data Protection Regulation 2017 underlies all of our personal information privacy practices. We also have a Data Protection statement which governs how we use the information that we collect about you.

### Data Protection Statement

The CPA's data protection statement is as follows:

*Data Protection Act 1998:* By providing your personal details you agree to allow the CPA (or a trusted partner of the CPA) to contact you by mail, email, telephone or SMS text message in connection with its charitable purposes.

#### *How we collect information about you*

The CPA does not capture and store any personal information about individuals, except where you choose to give us your personal information. This could include when becoming a member, friend or community partner, requesting resources, booking into an event, or making a donation, by whatever means of communication.

#### *What information we collect*

In line with this policy and statement, we may collect and store names, addresses, telephone numbers, email addresses and records of donations or payments.

#### *Why we collect information about you*

- To provide you with information about our work including membership related mailings, events, resources, fundraising and any other services described on our website.
- To make sure we have an accurate record of all donations received.
- To enhance or improve your experience on our website.

#### *Who sees your information?*

The information we collect through our website will be seen by

- Christian Police Association officers and staff as defined in our Constitution.
- A Trusted Partner of CPA for CPA communications. The Trusted Partner will have been agreed by CPA Council.
- Legal organisations entitled to the information as required by law.

### *Our Use of your information*

- The information that you provide to CPA will be used to provide you with information about our work including membership related mailings, events, resources, fundraising and other services and activities described on our website.
- By providing information you are agreeing to receive mailings that communicate the work of the CPA.
- By providing your email address you are agreeing to your email address being used for the purposes of receiving emails that communicate the work of the CPA.

### *How long do we keep your information?*

- We will only keep information that is necessary for the purposes stated above.
- We will endeavour to keep our records about you up to date. Please advise us if your details change or if you wish to have your details removed.
- We will keep records of any financial transactions you enter into with us for a minimum of six years. This will enable us to meet with accounting requirements and respond to any questions from you that arise during that period.

### *Viewing the information we hold about you*

You may request details of all the information the CPA holds about you by submitting a written request to our "Data Protection Officer" at CPA HQ. Please include a telephone number and/or email address to enable us to contact you. Manifestly unfounded or excessive requests can be charged for or refused. We will respond to you within one month of receipt of your request.

### *If you think there is a problem with the way your information is being handled*

If you have not been able to resolve any concerns about your information with us, then you have the right to complain to the Information Commissioners Office (see <https://ico.org.uk/>)

### *Links to other sites*

Our website includes links to other sites. The CPA cannot be held responsible for their privacy policies or the way in which they handle personal information.

*This policy and statement may be subject to updates and changes.*

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