

# Global Development Group SCIO Privacy Policy

Date: 1<sup>st</sup> March 2023

## **Our contact details:**

Global Development Group SCIO

Phone Number: 07877328990

E-mail: [info@globaldevelopment.org.uk](mailto:info@globaldevelopment.org.uk)

[www.gdg.org.uk](http://www.gdg.org.uk)

## **The type of personal information we collect**

We currently collect and process the following information:

- Personal identifiers and contacts (for example, name and contact details)

## **How we get the personal information and why we have it**

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- For the purposes of processing a donation
- For receipting purposes
- When we are authorised by you to use, or to pass on your contact information for the purposes of ongoing communication regarding the supported project

Some of your personal information may be collected by third-party banking intermediaries in order to process your donation (Gateway providers, Raisely, Stripe, etc.) and some of this information may be stored on servers located overseas.

We use the information that you have given us in order to issue receipts and administer donations. If you give permission, you may also be contacted by organisations that partner with GDG SCIO; some of these organisations may be located outside the UK. GDG partners with these organisations to raise funds and awareness for our approved projects. Communications from project partners may include updates on project activities, impact stories, fundraising event information, promotions (relating to the project) and requests for further support.

**You can opt out of this communication at any time by emailing [info@globaldevelopment.org.uk](mailto:info@globaldevelopment.org.uk), or by informing the GDG partner.**

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information is:

**We have a legitimate interest.**

## **How we store your personal information**

Personal information is securely stored using multi-factor authentication, encryptions for backups and databases, EDR on servers and other security measures.

Personal information is held for the required statutory period, unless you direct or request otherwise. We will take all reasonable steps to ensure that your personal information is not disclosed to any unauthorised person within our own organisation and/or project partners or made vulnerable to unauthorised access by third parties.

## **Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [info@globaldevelopment.org.uk](mailto:info@globaldevelopment.org.uk) if you wish to make a request.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [info@globaldevelopment.org.uk](mailto:info@globaldevelopment.org.uk)

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>