



MONMOUTHSHIRE COUNTY COUNCIL DATA PRIVACY NOTICE

Dear Volunteer/s,

Shortly, we will be moving to a digital system for volunteering. The system we will be using is 'Volunteer Kinetic'. We are moving to this digital system as this will allow us to better support you as a volunteer. It will limit the amount of paper based information being collected and uploaded onto digital systems, taking us into the 21st Century. It will improve the promotion and access to volunteering opportunities, the application process, communication and recognition for volunteers. We are transferring the data we currently hold for you on your volunteering file to the secure system. As with our current process only the individuals supporting you in your volunteering opportunity will have access to your data, we do not share this with any other third party.

THE GENERAL DATA PROTECTION REGULATION (GDPR)

The GDPR is a recently published EU Regulation, with some similarities to the existing Data Protection Act (DPA), but with particular emphasis on the processing of personal data by organisations, in this case, Monmouthshire County Council. We would like to increase awareness that the GDPR is already in force alongside the DPA, and compliance with the GDPR was by the 25th May 2018 and is mandatory.

What is personal data?

Personal data can be defined as any information relating to a natural person, the data subject, who can be directly or indirectly identified by the use of that data; for example, by their name or online identifier such as an email address.

What difference does the GDPR make?

For organisations keeping HR records, customer lists and contact details, the new Regulation should make little practical difference. However, as we hold information that falls within the scope of the GDPR we will therefore need to be compliant with the Regulation. The GDPR introduces further rights of the data subject (volunteer), including the requirement for consent to be given to process data, and prompt reporting of data breaches to the Information Commissioner's Office (ICO) with large fines for non-compliance. For further information on the GDPR, please refer to the ICO website - www.ico.org.uk

I don't want my information on this system!

Under the new GDPR laws (Art 17) "Right to Erasure" (Right to be forgotten), you have the right to request your information be removed from the system without undue delay. You can do this by contacting us via one of the following ways below. **Please bear in mind:** should you request for your information to be removed, you will not be able to participate in any volunteering duties.

To request your "Right to Erasure" please see contact information below;

Email: volunteering@monmouthshire.gov.uk:

Call us: 01633 644644

Write to us; Connor Leacock / Owen Wilce,
Monmouthshire County Council, County Hall, Rhadyr, Usk NP15 1GA.