



Advocacy Service

Beneficiary Privacy Notice (22-05-2018)

The Ulster Human Rights Watch is a company limited by guarantee, with charity status. It is a major human rights organisation in Northern Ireland, and delivers an Advocacy Service to provide assistance to families who have unresolved historical cases which require further investigation.

This privacy notice has been updated in accordance with the requirements of the General Data Protection Regulation (GDPR). It explains how we use any personal data we collect about you when we assist you with the investigation of your case.

1. Data Controller and Data Protection Officer (DPO)

The Data Controller is the Ulster Human Rights Watch (UHRW) represented by the Committee of the UHRW acting through the Advocacy Service Sub-Committee.

The UHRW Data Protection Officer is Joanne Banks, Administration Officer of the UHRW Advocacy Service. Her contact details are as follows: The Victoria Suite, Brownlow House, Windsor Avenue, Lurgan, BT67 9BJ; tel.:028 3834 4500; e-mail: info@uhrw.org.uk

If you have any queries about the UHRW Data Protection Policy and/or our privacy notice please contact the Data Protection Officer.

2. Personal data

Personal Data means any information relating to an identifiable living individual, who is called 'data subject' in the GDPR and can be identified, directly or indirectly.

3. Legal basis for processing personal data

We collect personal data for the purpose of fulfilling our contract with you as a beneficiary of the Advocacy Service which is to assist you in the investigation of historical cases.

- We collect personal data from you when:
 - you register with the Ulster Human Rights Watch Advocacy Service;
 - we examine your case and assist you with it;
 - you take part in the evaluation and monitoring process of the Advocacy Service.

Ulster Human Rights Watch, The Victoria Suite, Brownlow House, Windsor Avenue, Lurgan, BT67 9BJ
Tel: +44 (0)28 3834 4500 Email: info@uhrw.org.uk Web: www.uhrw.org.uk Twitter: [@ulsterhumanrw](https://twitter.com/ulsterhumanrw)

Charity Registration: NIC 101384

Company No: NI43494

- We use personal data about you:
 - to be able to examine your case and advise on how your case could be progressed;
 - to assist you with the on-going investigation of your case by the public authorities;
 - to evaluate and monitor the quality of the services we are providing for you.
- Communication of personal data to other persons or private or public bodies will not occur unless this is done with your prior consent confirmed in writing.

The personal data we collect from you may also be used in reports produced by the Ulster Human Rights Watch for the purpose of the legitimate interests of improving the services provided for victims and survivors of terrorism by the Advocacy Service and for assisting in research carried out to benefit victims and survivors of terrorism.

We will solely process your personal data for the purpose of the legitimate interests mentioned above, and only if these interests are not overridden by the interests of your fundamental rights and freedoms, which require protection of your personal data.

4. Security of personal data

All personal data collected about you is kept safely under the responsibility of the Committee of the Ulster Human Rights Watch according to the UHRW Data Protection Policy. The Data Protection Officer will regularly monitor compliance with the requirements of the GDPR.

5. Retention of personal data

All personal data collected about you is kept for the time required to deal with your case and in pursuance of the legitimate interests mentioned above in compliance with the UHRW Data Protection Policy.

6. Your legal rights

The rights you have in relation to your personal data are as follows:

a. Right to request access to your personal data

You have the right to request a copy of the personal data that we hold about you. If you wish to have a copy of some or all of your personal data, please write to the Data Protection Officer.

You will not have to pay any fee. A reasonable fee may be charged if the request is excessive or repetitive. UHRW will endeavour to reply to your request within one month.

b. Right to rectification of personal data

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You have the right to obtain from UHRW without undue delay the rectification of inaccurate or incomplete personal data about you. You will not have to pay any fee.

c. Right to object

You have the right to object at any time to UHRW processing your personal data, obtained for the purpose of the legitimate interests pursued by UHRW, if you consider that your interests or personal rights and freedoms override our legitimate interest mentioned above.

You will not have to pay any fee and UHRW will endeavour to reply to your request within one month.

d. Right to lodge a complaint with the Information Commissioner's Office

You have the right to lodge a complaint with the Information Commissioner's Office, whose details are provided hereafter:

Information Commissioner's Office's Office
3rd Floor
14 Cromac Place
Belfast
BT7 2JB
Tel: 028 9027 8757 or 0303 123 1114
Email: ni@ico.org.uk

Changes to our Beneficiary Privacy Policy

We keep our privacy notice under regular review and will inform you of any updates.

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