

Hazards Forum Privacy Notice

This Privacy Notice has been issued by the Hazards Forum to comply with the General Data Protection Regulation (GDPR), which comes into effect on 25th May 2018.

Data Controller

The data controller can be contacted as follows:

Hazards Forum Secretariat
The Institution of Civil Engineers
One Great George Street
Westminster
London
SW1P 3AA
Email: admin@hazardsforum.org.uk

Use, transfer and storage of personal data

We may hold any of the following items of personal information about you:

- Personal details including your name, gender, postal and email addresses and telephone number.
- Employer details.
- Hazards Forum membership class.
- Professional Body Membership.
- Details of your attendance at Hazards Forum events.
- Professional interests.

The Hazards Forum maintain data on all members. We also maintain data on non-members who use our services. This will be used confidentially for normal purposes, including subscription and donation collection, mailing of publications and notification of conferences and events.

Your rights in relation to your data

The purpose of this Privacy Notice is to fulfil your right to be informed about the use of your data. In addition:

- You have the right to access your personal data. If you wish to request copies of your personal data please contact the Data Protection Officer at the address above.
- You have the right to have your data rectified if it is inaccurate or incomplete.
- You have the right to have your personal data deleted or removed if there is no reason for its continued storage and processing.
- You have the right to object to your personal data being processed and to restrict the processing of your personal data in certain circumstances. While processing is restricted, the data controller is permitted to store the personal data to ensure the restriction is respected in future. You will be informed if a restriction on processing is lifted.
- You have the right to lodge a complaint about the data controller with the ICO.

Further details about GDPR and your rights under GDPR can be found at the ICO's website at <https://ico.org.uk>