

PRIVACY NOTICE

Bethel Apostolic Church Ipswich (BACI)
Privacy Notice to be shared with all data subjects

Bethel Apostolic Church Ipswich needs to keep certain information on its service users, beneficiaries and trustees to carry out its day to day operations, to meet its objectives and to comply with legal obligations.

If we hold personal data, it will have been shared with us either directly by yourself or by the church of which you are a part.

Bethel Apostolic Church Ipswich is committed to ensuring any personal data will be dealt with in line with Data Protection Legislation. In particular

- We legally hold and process this data because
 - it is necessary for the performance of our charitable objects in serving member churches. (sending important information relating to the running of the Bethel organisation).
 - It is necessary for creating ministerial licences and credentials
 - or it is necessary for compliance with our legal obligation to e.g. to HMRC or the charity commission
 - or because it is necessary for the legitimate interests of Bethel Apostolic Church Ipswich as data controller.
- Data will be stored securely, and any breaches will be dealt with in accordance with the latest guidance from the **Information Commissioner's Office**.
- Data will be retained according to best practice for different categories of data e.g. financial records for 6 years
- You have the right to access any information we may hold about you. Any requests to access this information should be made to the Association Administrator: -

Nathan Simmonds

Bethel Apostolic Church Ipswich

Tel: +44 7702 269725.

privacy@bethelipswich.org.uk

- You have the right to complain to the ICO.

A copy of our Data Protection Policy is available on request.