



Scottish Mountain Rescue General Data Protection Regulation

Privacy Notice

For member teams; the Opiates Licence

Scottish Mountain Rescue (SMR) is a membership organisation, our members are 23 independent Mountain Rescue Teams (MRTs).

SMR is a registered charity, operates under a constitution and works to represent, facilitate and support individual MRTs so that those teams may focus on assisting people in need.

To do our work SMR collects and uses personal data from representatives and members of the teams.

We are serious about protecting the personal information we hold. This privacy notice sets out how we will use that data, who we will share it with, how we secure it and the rights of the individuals whose data we hold.

The information we collect for the purpose of complying with the Opiates licence

We hold and process by forwarding to the Home Office to fulfil our legal obligation under the Opiates Licence, contact information for specific team representatives: the Team Opiates Servant

We have considered the legal basis for this data process and have concluded that SMR has a legal obligation to process this information in this way.

Why we need to hold personal information – legal obligation

To comply with the law.

Other uses of your personal information

We may ask if we can process personal information of team representatives or members for other purposes. If we do so we will provide relevant additional privacy information at that time.

Who we share personal data with

We will share the data we hold on Team Opiates Servants with the Home Office as required by law.

We may be required to share personal data with other statutory or regulatory authorities to comply with statutory obligations.

In the event we share data then within the meaning of the GDPR we are the data controller and the organisation we share data with is the data processor. Data is only shared for specific purposes related to the functions of SMR. We will take

reasonable steps to ensure that recipients process personal data that we share in accordance with the purpose of SMR and in relation to the provision of MR in Scotland.

How we protect personal information

The Office 365 system employed by SMR uses servers based in the UK. Other personal information is stored on secure systems compliant with GDPR regulations. Personal data is accessed by staff and volunteers including Executive members, only for purposes consistent with the constitution of SMR and for the furtherance of MR in Scotland.

How long will we keep personal data?

We keep personal data for as long as that particular data is required to deliver functions for member teams. If we are informed of changes to Team Opiates Servants we will update our information immediately.

Unless required to retain information by legislation, regulation or constitution we will delete personal data immediately we are informed of changes in team representation.

What rights does the individual have?

As we complete this processing as a legal obligation the individual Team Opiates Servants do **NOT** have the right

- to erase their data
- to data portability
- to object to this processing

To discuss this privacy notice please contact us on info@scottishmountainrescue.org, call us on 01479 861370 or contact us in writing at SMR, Glenmore Lodge, Glenmore, Aviemore, PH22 1QZ.

If you have cause for concern about how we handle data as described above, you have the right to raise a complaint with the Information Commissioner's Office www.ico.org.uk

Note:

It is also a legal requirement that SMR pass to the Home Office the postal addresses of the bases at which opiates are held. As this is not personal information it is not covered by GDPR and not considered further.