



POLICY:

Data Protection Policy

FAO: Staff / Volunteers / Participants / Visitors

Personal data will be recorded, processed, transferred and made available according to the Data Protection Act 1998 which states that personal data must be:

- Fairly, lawfully and transparently processed
- Processed for specified, explicit purposes
- Adequate, relevant and limited to only what is necessary
- Accurate and where necessary, kept up to date
- Kept no longer than is necessary
- Processed in accordance with the data subject's rights