

## Privacy notices under the GDPR – the requirements

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### Data controller

You need to provide the identity and contact details of the data controller and, where applicable, of the controller's representative

### Data protection officer

If you have a data protection officer you need to provide their contact details

### Purposes and legal basis

Details of the purposes of the processing for which the personal data are intended as well as the legal basis for processing (if the legal basis is legitimate interests you must also detail the legitimate interests being pursued)

### Recipients

Where personal data will be transferred to any third parties, the recipients or categories of recipients must be listed

### Countries

Where personal data will be transferred to another country, this must be stated together with information on the existence or absence of an adequacy decision by the European Commission, or, the appropriate or suitable safeguards that are in place

### Retention

The period for which the personal data will be stored, or the criteria used to determine that period

### Rights of individuals

- The right to access
- The right to rectification
- The right to erasure
- The right to data portability
- The right to object to processing
- The right to withdraw consent at any time (where applicable)
- The right to lodge a complaint with the Information Commissioner's Office



## Statutory or contractual requirement

Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether the individual is obliged to provide the personal data and of the possible consequences of failure to provide such data

## Automated decision-making

The existence of automated decision-making, including profiling and, at least in those cases, meaningful information about the logic involved as well as the significance and the envisaged consequences of such processing for the individual

## Further processing

Where the data controller intends to further process the personal data for a purpose other than that for which the personal data were collected, the data controller shall provide the individual prior to that further processing with information on that other purpose and with any relevant further information referred to in this table

## For further information

Please contact:



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