



Department
of Health &
Social Care

Privacy Notice - The Yorkshire & Humber Workforce Development Network

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Privacy Notice

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Summary of Initiative/Policy

The Y&H Workforce Development Network has a focus on advertising upcoming events, conferences, and meetings, sharing relevant updates and newsletters.

Data Controller

Department of Health and Social Care

What personal data we collect

Y&H Workforce Development Network will collect your name, email address and job title.

How we use your data (purposes)

We will be in touch via email to gain agreement to retain your name, email address and job title as part of the Y&H Workforce Development Network distribution list.

Y&H Workforce Development Network would like to collect this information to correctly identify you as an individual (name), to advertise any upcoming events, conferences, and meetings, and share relevant updates and newsletters (email) and to support us to monitor who receives this information (job title), and the types of roles people who receive it do.

Legal basis for processing personal data

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- Your consent

Data Processors and other recipients of personal data

Your information will not be shared with any third party and will only be collected and used by the Y&H Workforce Development Network for the purposes outlined in this privacy notice.

International data transfers and storage location(s)

Your information (name, email address and job title) will be processed and stored in Microsoft Office. Access to the Microsoft Office account will be limited to designated individuals.

Retention and disposal policy

Your information will be retained for the duration of the Y&H Workforce Development Network which is ongoing and information reviews will be conducted every two years.

In the instance the programme no longer continues or if you decide you would no longer like to receive the updates and be part of our distribution list, your details will be removed and deleted from the mailing list.

How we keep your data secure

DHSC uses appropriate technical, organisational and administrative security measures to protect any information we hold in our records from loss, misuse, unauthorised access, disclosure, alteration and destruction. We have written procedures and policies which are regularly audited and reviewed at a senior level.

Your rights as a data subject

By law, data subjects have a number of rights, and this processing does not take away or reduce these rights under the EU General Data Protection Regulation (2016/679) and the UK Data Protection Act 2018 applies.

These rights are:

1. The right to get copies of information – individuals have the right to ask for a copy of any information about them that is used.
2. The right to get information corrected – individuals have the right to ask for any information held about them that they think is inaccurate, to be corrected
3. The right to limit how the information is used – individuals have the right to ask for any of the information held about them to be restricted, for example, if they think inaccurate information is being used.
4. The right to object to the information being used – individuals can ask for any information held about them to not be used. However, this is not an absolute right, and continued use of the information may be necessary, with individuals being advised if this is the case.
5. The right to get information deleted – this is not an absolute right, and continued use of the information may be necessary, with individuals being advised if this is the case.

Comments or complaints

Anyone unhappy or wishing to complain about how personal data is used as part of this programme, should contact data_protection@dhsc.gov.uk in the first instance or write to:

Data Protection Officer

1st Floor North

39 Victoria Street

London

SW1H 0EU

Anyone who is still not satisfied can complain to the Information Commissioners Office.

Their website address is www.ico.org.uk and their postal address is:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Automated decision making or profiling

No decision will be made about individuals solely based on automated decision making (where a decision is taken about them using an electronic system without human involvement) which has a significant impact on them.

Changes to this policy

This privacy notice is kept under regular review, and new versions will be available on our privacy notice page on our website. This privacy notice was last updated on 17th August 2023.

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Information Risk Management & Assurance/Office of the Data Protection Officer

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