

## Privacy Notice

### 1. Who is the data controller and what is the purpose of this privacy notice?

The Association of Mental Health Providers is a not-for-profit organisation registered in England and Wales as Voluntary Sector Mental Health Providers Forum (company registered no. 5536120 and registered charity no. 1120222) with registered office at 3rd Floor, Watson House, 54 Baker Street, London, W1U 7EX ("**we**", "**us**" or "**The Association**"). We are committed to being a responsible custodian of the personal information you provide us and the personal information we collect in the context of the programmes and funds we support and offer.

This privacy notice describes how we collect and process personal information about representatives and employees of (a) our partners in the private sector assisting with such programmes and funds ("**Volunteers**") and (b) local charities or social enterprises which we are supporting ("**Providers**") (together, referred to as "**you**"), how we use and protect this information, and your rights in relation to this information.

### 2. What types of personal information may we hold about you?

#### *Personal information you provide to us*

We collect your personal information about you from a variety of sources, including information we collect from you directly e.g. when we reach out to Volunteers for donations or partnerships, when Volunteers contact us to submit an application for volunteering skills and expertise, or when we reach out to Providers inviting them to join our scheme and programmes.

#### *Personal information we collect from other sources*

We collect personal information from other sources about Volunteers, including our central contact at your company. We collect personal information from other sources about Providers, including our coalition partners (please see Annex A for the list of our partners) and intermediaries (such as Creative Minds).

We will also collect personal information about you from publicly accessible sources including search engines, social media sites, public registers, or your websites of you or donors.

#### *Types of personal information we process*

The categories of personal information we process about you may include all of the categories of personal information which you provide to us or which we collect from you as described in this privacy notice. Examples of the personal information we process about you include:

- (a) Contact and biographical information – such as your title, name and surname, postal address, email address, phone number, LinkedIn profile URL and Twitter profile URL; and
- (b) Any other background information about Volunteers which might be provided to us.

We will also collect, store and use the following special categories of data (such as ethnic origin, disability, gender, and sexual orientation) to the extent relevant and necessary, and on the basis of your explicit consent.

### 3. Why and for what purposes do we use your personal information?

We use your personal information:

- (a) to link and establish partnerships between Volunteers and Providers;
- (b) to draft and publish evaluation reports of our activities;
- (c) to keep you informed and obtain your views of our activities;
- (d) to achieve our charitable objectives;
- (e) to provide you with information about initiatives you can support through The Association, and third parties connected with us either as directed communications or newsletters;
- (f) to process and respond to requests, enquiries and complaints received from you;
- (g) for audit purposes;
- (h) for statutory and regulatory compliance; and
- (i) to monitor and evaluate the impact of our programmes and funds.

We must have a legal basis to process your personal information. In most cases the legal basis will be one of the following:

- (a) to fulfil our contractual obligations to you, for example to process donations or to connect you with other charities or partners;
- (b) to comply with our statutory or regulatory obligations, for example where we are mandated by a court or regulatory authority like the Charity Commission; or
- (c) to meet our legitimate interests, for example to monitor and evaluate the impact of our programmes and funds. When we process personal information to meet our legitimate interests, we put in place robust safeguards to ensure that your privacy is protected and to ensure that our legitimate interests are not overridden by your interests or fundamental rights and freedoms.

We may obtain your consent to collect and use certain types of personal information when we are required to do so by law (for example, for sending marketing material such as newsletters and processing special category data). If we ask for your consent to process your personal information, you may withdraw your consent at any time by contacting us using the details at the end of this privacy notice.

#### **4. In what circumstances might your personal information be shared with others?**

We may share your personal information with third parties for the above mentioned purposes:

- To Volunteers and Providers, including for the purposes of establishing partnerships;
- To business partners and other associated organisations, the coalition partners for example for communication purposes and evaluation reports;
- To our service providers; for example to process donations;

- To public authorities, regulators, law enforcement agencies, courts, government bodies or other third parties where necessary to comply with legal or regulatory obligations, or otherwise to protect our rights or the rights of any third party.

#### **5. Where is your personal information processed?**

We only process your personal information in the UK and, in any case, we will not transfer your personal information outside of the EEA.

#### **6. How long will we retain your personal information?**

The Association will only retain your personal information for three years after the termination of our programmes and funds. We will delete or anonymise your data after the end of the retention period.

#### **7. What rights do I have with respect to my personal information?**

With respect to the personal information we hold about you, you have rights to: access; correct; request the deletion of; restrict our use of; object to certain uses of; receive in a usable electronic format and transmit to a third party (also known as the right of data portability); lodge a complaint with a local data protection authority (which in the UK is the Information Commissioner's Office); or withdraw any consent supporting uses or disclosures of your personal information. If you have questions about the rights you may have, please contact us via the channels listed below.

#### **8. Who can I contact?**

If you would like to contact us with questions about our privacy or data protection practices, please send us an email via [info@amhp.org.uk](mailto:info@amhp.org.uk)

#### **9. Changes to this privacy notice**

We may modify or update this privacy notice from time to time. If we make any revisions that materially change the ways in which we process your personal information, we will notify you of these changes by email.

**4 November 2020**

## **Annex A – List of Our Coalition Partners**

- Anna Freud National Centre for Children and Families;
- Association of Mental Health Providers;
- Centre for Mental Health;
- City Mental Health Alliance;
- Helplines Partnership;
- MHFA England;
- Mental Health Foundation;
- Mental Health Innovations;
- Mental Health UK;
- MIND;
- Place2Be;
- Rethink Mental Illness;
- Samaritans;
- Student Minds;
- The Mix; and
- Young Minds.