

THE NATIONAL M.E. CENTRE

Harold Wood Polyclinic
St Clements Avenue, Harold Wood
Essex, RM3 0FE

Founded 1992
Website: nmec.org.uk

Telephone 01708 576250

Registered Charity 1015161
Email: mecentre3@aol.com

DATA PRIVACY POLICY

This data privacy policy sets out how the National M E Centre uses and protects any information that members or donors gives to the organisation via email/post/in person.

The NMEC is committed to ensuring that your privacy is protected. We will comply with the principles of the Data Protection Act 1998 (guide) and the General Data Protection Regulation (GDPR) and aim to maintain best-practice standards in our processing of personal and/or sensitive personal / organisation sensitive data.

Should we ask you to provide certain information by which you can be identified it will only be used in accordance with this privacy statement.

Where changes to this policy are required updated issues will be emailed out and be made available to all appropriate personnel / interested parties.

We may collect the following information:

- Name
- Contact information including email address.& phone number
- Demographic information such as postcode.

What we may have to do with the information:

- Report in Trustees Annual Report

Who we collect information from:

People or organisations who make donations to the NMEC
Trusts

Security

We are committed to ensuring that your information is secure. Electronic information stored on the organisation server is password protected. Passwords can be changed at periodic / regular intervals. The organisation server has a firewall protection. Each computer system has virus protection that scans when the system initially starts and continually throughout the time it is running – for each document that is opened. Paper documents are filed securely and only available to specific people.

Any personal information you send to us via email/post is done so at your own risk.

Sharing of data

Personal data may be shared with a third party associated or within the National M E Centre or NTF Trustees. Personal data will not be shared unless prior agreement is made with those concerned.

How to withdraw your consent

You can withdraw your consent for the NMEC to store and/or use your data at any time. You can do this by either writing to us, or emailing us at the addresses below: