

World Vision - Volunteer Privacy Notice

Data controller: World Vision UK

Data protection officer: Deirdre Bowen-Cassie dpo@worldvision.org.uk

World Vision UK collects and processes personal data relating to volunteers to manage the relationship. World Vision UK is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations.

What information does World Vision UK collect?

We collect and process a range of information about you. This includes:

- your name, address and contact details, including email address and telephone number and gender;
- information confirming your identity e.g. passport or driving licence.
- information about your emergency contacts;
- information about medical or health conditions.

We collect this information through the World Vision UK website and Eventbrite, from information provided by you.

Data is stored in our IT system and the organisation's email system.

Why does World Vision UK process personal data?

World Vision UK needs to process data to enter into an arrangement where you volunteer at an event which is being run by us. We process your data to make arrangements for the event, to meet our safeguarding and insurance obligations.

In other cases, World Vision UK has a legitimate interest in processing personal data before, during and after an event. Processing volunteer data allows World Vision UK to:

- provide you with a certificate of appreciation;
- inform you about future volunteering opportunities;
- comply with our responsibilities for public liability insurance;
- ensure effective management of our volunteer programme; and
- respond to and defend against legal claims.

Where the organisation relies on legitimate interests as a reason for processing data, it has considered whether or not those interests are overridden by the rights and freedoms of employees or workers and has concluded that they are not.

Some special categories of personal data, such as information about health or medical conditions, is processed to enable us to meet any first aid requirements and for health and safety purposes.

Where World Vision UK processes other special categories of personal data, such as information about ethnic origin, sexual orientation, health or religion or belief, this is done for the purposes of equal opportunities monitoring. You can ask us to stop processing this data at any time.

Who has access to data?

Your information will be shared internally, including with members of the Public Engagement team and HR and IT staff if access to the data is necessary for performance of their roles.

World Vision UK does not share your data with third parties.

How does World Vision UK protect data?

World Vision UK takes the security of your data seriously. We have internal policies and controls in place to try to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by its employees in the performance of their duties.

Where World Vision UK engages third parties to process personal data on our behalf, such as Eventbrite, we do so on the basis of written instructions, are under a duty of confidentiality and are obliged to implement appropriate technical and organisational measures to ensure the security of data.

For how long does the organisation keep data?

When you register as a volunteer on our website, where there is no other activity, we will not retain your data beyond 2 years.

All personal data on Eventbrite will be deleted one week after the event (or tour) has ended.

Your rights

As a data subject, you have a number of rights. You can:

- access and obtain a copy of your data on request;
- require World Vision UK to change incorrect or incomplete data;
- require World Vision UK to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing;
- object to the processing of your data where World Vision UK is relying on its legitimate interests as the legal ground for processing; and
- ask World Vision UK to stop processing data for a period if data is inaccurate or there is a dispute about whether or not your interests override World Vision UK's legitimate grounds for processing data.

If you would like to exercise any of these rights, please contact dpo@worldvision.org.uk.

If you believe that World Vision UK has not complied with your data protection rights, you can complain to the Information Commissioner.

What if you do not provide personal data?

If you do not wish to provide us with the personal data, we require to run our volunteer events, then unfortunately, we cannot accept you as a volunteer for World Vision UK.

Automated decision-making

Automated decision-making is not used in our volunteer programme.