

FIVE THINGS YOUR CHARITY MIGHT NOT KNOW ABOUT DATA PROTECTION

1

You may need to register as a data controller with the ICO and pay a data protection fee if you are processing personal data. Charities of any size or turnover only need to pay £40. You must do this before you process any personal data.

2

It's not just fundraising that can count as marketing. Campaigning for support or promoting your charity's aims or values is also considered marketing. This means any direct marketing by email, even a newsletter that doesn't aim to sell anything, may require consent to send.

3

It does not matter how small your organisation is, whether you have paid staff or are volunteer-led, how low your turnover is, or even if you are self-employed, you are still subject to the same data protection regulations as any other size organisation would be.

4

GDPR and Data Protection Act 2018 only cover personal data – that which identifies living individuals. It does not cover business or other sensitive/confidential information. You need a Confidentiality Policy in addition to your Privacy Policy that explains how you manage this type of data.

5

If personal data is leaked, this is a data breach and you may be required to notify the ICO. By law, you have just 72 hours after becoming aware of the breach to report it to the ICO. Even if it does not warrant notifying the ICO, your organisation is still required to keep a record of the breach.

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