



HoursWorth Employers Privacy Notice

Who are we?

We (Frontline Partnership) are writing to let you know about changes to the way we look after (process) your personal information (data). This is because there are new rules about how your personal information (data) is used by Frontline Partnership. This new ruling is called General Data Protection Regulation (GDPR). We have to do this from 25th May 2018.

Our lawful basis for processing your data is legitimate interest.

What information do we need? Why do we need it? How do we use it?

When you first started to work with the HoursWorth project, you gave us your address, contact name and telephone number.

This is to enable us to support the person you employ through the HoursWorth project.

How is your information stored?

We (Frontline Partnership) will keep your information safe in a locked secure cabinet. When we keep your information on our computers we will use passwords to ensure your information is safe.

We (Frontline Partnership) will not share your data with anybody else (third parties) unless we have asked for your permission to do so.

Your rights

If you would like to know what information we have about you please talk to us and we will show you. We will do this within 30 days.

If you would like us to delete any of your information please talk to us. We will only keep your information whilst you are participating in the Hoursworth project. If you leave your information will be deleted.

You will find all the privacy notices for Frontline Partnership's projects on our website at www.frontlinepartnership.org

If you would like a paper copy of any of our privacy notices please contact us on 01277 218902 or in writing addressed to Frontline Partnership, Montbazon Court, Cleves Avenue, Brentwood, CM14 4WB.