



SEDLESCOMBE HOUSE SURGERY
P.P.G.
Data Protection Policy



This policy sets out the Sedlescombe House Surgery`s **PPG** commitment to:

Protecting personal data of all PPG and Virtual Members:-
 How this commitment is implemented with regard to the collection and use of personal data and ensuring the rights of individuals whose data is held (the Data Subject) can be exercised as prescribed by the General Data Protection Regulation 2018, the PPG is committed to ensuring that it complies with the underpinning six data protection principles, as listed below.

The 6 Data Protection principles

- personal data shall be processed lawfully, fairly and in a transparent manner in relation to individuals;
- personal data shall be obtained for one or more specified, explicit and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes;
- personal data must be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- personal data shall be accurate and, where necessary, kept up to date;
- personal data shall be kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;
- personal data shall be processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

These principles will be adhered to with the following ambitions:-

- meeting our legal obligations as laid down by the GDPR;
- ensuring that data is collected and used fairly, lawfully and transparently (excepting the provisions of the Law Enforcement Directive);
- processing personal data where an appropriate legal basis to do so exists and only in order to meet our operational needs or fulfil legal requirements;

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