# Rural Services Network
# General Data Protection Regulations

The Rural Services Network has considered the General Data Protection Regulations and the data that it holds to ensure that it meets the requirement of the updated Regulations.

We process a range of personal data according to different lawful basis as follows:

We process the following details under the basis of a **Legal CONTRACT**:

- Name
- Organisation
- Job Role
- Telephone number
- Email address

Our services to Local Authorities, Public Sector Organisations and Businesses are delivered predominantly through electronic means. If we did not maintain the above details of our customers, we would not be able to fulfil the terms of the contract that we hold with them.

These details are not shared with any other customers or contacts and are maintained solely for the purposes of fulfilling the contract requirements.

In addition to our databases, these details are also maintained in third party software systems, provided by Capsule which is linked to Transpond.

Every electronic newsletter contains a link for the organisation to unsubscribe from the list that we maintain and clearly states who it is from and the contact details of our organisation.

We process the following details of Parish Councils under the basis of a **LEGITIMATE INTERESTS**:

- Name
- Organisation
- Job Role
- Telephone number
- Email address

By virtue of their Principal Local Authorities membership of RSN, the Parish Council is classed as a community member authority of the RSN and receives services through electronic means from the RSN.

These details are not shared with any other customers or contacts and are maintained solely for the purposes of fulfilling the contract requirements.

The information that they receive is of benefit to their role as Parish Councils and can include key rural news stories.

Every electronic newsletter contains a link for the organisation to unsubscribe from the list that we maintain and clearly states who it is from and the contact details of our organisation.

In addition to our databases, these details are also maintained in a third party software system, provided by Capsule which is linked to Transpond.

We process the following details of individuals under the legal basis of **CONSENT**

- Name
- Organisation
- Job Role
- Telephone number
- Email address

Every electronic newsletter contains a link for the organisation to unsubscribe from the list that we maintain and clearly states who it is from and the contact details of our organisation.

In addition to our databases, these details are maintained in a third party software system, provided by Capsule which is linked with Transpond.

These details are not shared with any other customers or contacts and are maintained solely for the purposes of fulfilling the contract requirements.

<u>Subject Access Requests</u>

We will consider all Subject Access Requests provided they are made in writing. We will comply with all requests within one month of receiving the request

We may charge for requests that are manifestly unfounded or excessive.

Any queries in relation to Subject Access Requests should be made in writing to the Chief Executive, Rural Services Network, 49 Hawthorn Park Road, Wembury, Plymouth, Devon PL9 0DA.

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