## **P051 DATA PROTECTION POLICY**



Medisort will process personal data fairly and lawfully by following the principles set out below:

- Personal data shall only be gathered when we have legitimate grounds for collecting and using the personal data and undertake to;
  - o not use the data in ways that have unjustified adverse effects on the individuals concerned;
  - be transparent about how we intend to use the data, and give individuals appropriate privacy notices when collecting their personal data;
  - o handle people's personal data only in ways they would reasonably expect; and
  - o make sure you do not do anything unlawful with the data.
- Personal data shall be obtained only for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes.
- Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed.
- Personal data shall be accurate and, where necessary, kept up to date.
- Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.
- Personal data shall be processed in accordance with the rights of data subjects under this Act.
- Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
- Personal data shall not be transferred to a country or territory outside the European Economic Area unless
  that country or territory ensures an adequate level of protection for the rights and freedoms of data subjects
  in relation to the processing of personal data.

**Stuart Brittle** 

Managing Director April 2022

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