

## **Data Protection Privacy Notice**

This Privacy Notice sets out how the British Transport Police Authority collects and uses personal data, how you can access this data and what you can do if you do not think that we are meeting these standards. Any information held by the BTPA is done so in accordance with the Data Protection Act 2018 and the General Data Protection Regulations which came into force on 25<sup>th</sup> May 2018.

### [The Data Protection Act](#)

### [A guide to the GDPR](#)

During the course of our business it is sometimes necessary for us to collect personal data to enable us to discharge our duties efficiently. For example:

- When a member of the public makes a Freedom of Information request;
- When a member of the public makes a complaint or otherwise corresponds with us;
- During the course of our duties including entering into commercial agreements and recruiting staff for the BTPA or senior staff to the BTP.

It is sometimes necessary for us to share this information with appropriate parties, such as the BTP or a nominated recruitment company which is only done in accordance with the relevant data protection legislation.

The data protection laws have evolved recently and the BTPA strives to stay abreast of the current legislation to ensure that your personal data is kept safe and only accessible by those staff with a legitimate business need. The BTPA recognises the importance of protecting personal information and will use your contact details to send you information as part of its functions as a government department. Your information will be kept secure and will not be used for any other purpose without your permission. To find out more about how the BTPA looks after personal data and your rights you can contact our Data Protection Officer at:

The British Transport Police, Information Management, 2<sup>nd</sup> Floor, Callaghan Square, Cardiff, CF10 5BT  
Email address: [dataprotection@btp.pnn.police.uk](mailto:dataprotection@btp.pnn.police.uk)  
Telephone number: 02920 525338.

How to contact us:

If you would like to find out what information we hold on you, or you believe that we are not upholding our duty in regards to the Data Protection Act you can contact us [here](#)

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner at:

Information Commissioner Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Telephone: 08456 306060 or 01625 545745

[www.ico.gov.uk](http://www.ico.gov.uk)