

Privacy notice – event attendees

Last updated 24 May 2018

Thanks for choosing to come to one of DRM's events. In order for you to attend the event, it is necessary for us to process some of your personal data. The legal basis that we will use for processing your data is contract, namely the contract that you have entered into with us by signing up to attend event or by purchasing a ticket. We will only use this data as required to organise the event, and to maintain a list of those who bought tickets/attended. We will not sign you up to receive any of DRM's marketing communications unless you give us your explicit consent to do so.

We are committed to only retaining your data for as long as is necessary. We will only retain data relating to any event that you attend for up to two years after it takes place. Any emails that you send to us will be archived after two years and securely deleted after six years.

If you choose to sign-up to one of Diversity Role Models' mailing lists, we will retain add your email address and name to our marketing email system. You can withdraw your consent or change which mailing lists you are on at any time, by clicking on the relevant link in any marketing email that you receive from us.

We may track whether you open our emails and which links you click on in Diversity Role Models emails, in order to help us create content that our readers enjoy. Wherever possible we will aggregate or anonymise this information so that it does not identify individual recipients on our mailing list.

We will share your personal information with our suppliers, who we engage to process data on our behalf (e.g. our database provider). Such processing is conducted under relevant Data Processing Agreements. We may also need to disclose your information if required to do so by law or as expressly permitted under applicable data protection legislation. We will never sell your data, or share it with any other organisations other than as above without your express, prior consent.

In accordance with relevant data protection legislation you have the right to:

- access data that we hold about you;
- rectify data we hold about you that is inaccurate;
- erase data that we hold about you;
- restrict or limit the way that we process data about you.

For any further information about DRM's commitment to data protection, or if you wish to exercise any of your rights, please contact:

Will Fletcher, Head of Operations

Diversity Role Models, St Anne's Church, 55 Dean Street, London, W1D 6AF

will@diversityrolemodels.org

020 3795 9198

You have a right to lodge a complaint with the Information Commissioners' Office about the way DRM is processing your information. Further information about this can be found on their website:

www.ico.org.uk.