



Fair Processing Notices / Privacy Notices

ISKCON London

V0.2

Policy Owner: Data protection manager

1. POLICY OVERVIEW

2. 1.1 DOCUMENT CONTROL

3. POLICY OWNER	Laurynas Mikalauskas		
4. POLICY APPROVER	James Edwards		
5. POLICY VERSION	V0.2		
6. LAST APPROVAL DATE	27.09.2018		
7. NEXT APPROVAL DATE	27.09.2020		
8. DOCUMENT HISTORY	V0.1 Initial Draft		
9. DOCUMENT HISTORY			
10. VERSION	11. WHEN	12. WHO	13. CHANGE REASON
V0.2	05.2019	ISKCON-London Ltd	New 3rd party processors added

14. 1.2 POLICY OVERVIEW

This policy defines the Fair Processing Notices (FPNs) or Privacy Notices that ISKCON uses with the different Data Subjects that it holds Personal Data on.

The FPNs have a high-level notice and then detailed notices for the individual Data Subject sets. This is the favoured approach from the ICO to ensure that FPNs are clear, effective and fit for purpose.

These FPNs must be made available (either online, attachment or hard copy) to Data Subject before they share Personal Data to allow them to make an informed choice.

16. 2.1 HIGHLEVEL FPN

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

- We respect your personal data and take its security very seriously.
- We only hold what data we need for the purpose for which we obtained it.
- We delete your data when it has reached the end of its retention period.
- You have privacy rights.
- We are happy to answer your questions. Our contact details can be found at the end of this notice.

For more information about how we use your personal data, please read the notice that applies best to you:

- I am a Devotee
- I am a member of Staff
- I am a Donor
- I am a Next of Kin or Emergency Contact
- I am a Volunteer
- I am a Resident
- I am applying for a role at ISKCON

We are happy to answer your questions. Our contact details can be found at the end of this notice.

[CONTACT US](#)

ISKCON
Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL
United Kingdom

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

17. 2.2 DEVOTEE FPN

18.

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

ISKCON collects data and information about our Devotees so that we can run effectively. We need this information to help meet our purpose of providing an effective, compassionate and high-quality service and to meet our legal and contractual obligations. This Fair Processing Notice explains what data we process, why we process it, our legal basis, how long we keep it and the rights of Devotees.

We will always make sure that any collected information is protected and treated securely. Any information that we process will be held in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 and other UK or EU data protection legislation

This Fair Processing Notice / Privacy Notice is intended for Devotees of ISKCON and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name, Dob, Gender
<i>Contact</i>	Address, Phone Numbers, Email Address
<i>Other</i>	Donations, Activity History

WHO IS COLLECTING IT?

We are collecting your Personal Data:-

- Directly from you
- From course or event documents

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to support your involvement with ISKCON and the temple.

Your Personal Data is processed based on GDPR Legal Basis

Your Special Category Personal Data is processed based on the Article 9 2.d exemption (processing of religious information by a foundation, association or not-for-profit body).

WHO WILL IT BE SHARED WITH?

We will only share your Personal Data with:

<i>HMRC</i>	Where relevant for Gift Aid, Your Personal Data will be used to process Gift Aid with the HMRC to maximise your donations
<i>Google</i>	We use G Suite and Google Drive for some of our processing activities.
<i>Civi CRM</i>	We use Customer relation management software for some of our processing activities. Civi CRM is running on UK fast servers, located in UK, that complies with GDPR
<i>Mail Chimp</i>	We use Mailchimp for processing our emails
<i>HubSpot</i>	We use HubSpot customer relation management cloud based services for some of our processing activities

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We will retain your Personal Data for 7 years after your last engagement with ISKCON for the purpose of our Financial Record Keeping requirements and our need for Charity records.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google, Mail Chimp, HubSpot are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to rectification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

[CONTACT US](#)

ISKCON

Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

19. 2.3 EMPLOYEE FPN

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

ISKCON collects data and information about our Employees so that we can run effectively. We need this information to help meet our purpose of providing an effective, compassionate and high-quality service and to meet our legal and contractual obligations. This Fair Processing Notice explains what data we process, why we process it, our legal basis, how long we keep it and the rights of Employees.

We will always make sure that any collected information is protected and treated securely. Any information that we process will be held in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 and other UK or EU data protection legislation

This Fair Processing Notice / Privacy Notice is intended for Employees of ISKCON and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name, Dob, Gender, NI Number, Unique Tax Reference (UTR) Right to work (copy of your birth certificate and/or passport {name, date of birth, nationality, biometric photo, passport number})
<i>Contact</i>	Address, Phone Numbers, Email Address
<i>Other</i>	Documentary evidence of any relevant qualifications

The dates on which you commence employment and cease employment;

The position that you hold at ISKCON, the work that you perform and the number of hours for which you are employed each week

Where applicable, details of enhanced Criminal Record checks

correspondence, reports, records of disciplinary action, grievances, dismissal, maternity/paternity/adoption or parental leave records and requests, and any other records in relation to your employment

Health data for any sickness, maternity or other requirement (the processing is necessary for the purposes of carrying out the obligations and exercising specific rights of ISKCON or of the employee in the field of employment and social security and social protection law);

Images captured by CCTV

Bank details – to enable us to pay you and reimburse you any expenses.

We collect information about our employees when they commence employment with ISKCON and we process it on an on-going basis.

WHO IS COLLECTING IT?

We are collecting your Personal Data:-

- Directly from you
- From Government Agencies for Criminal Record checks
- From HMRC for tax purposes

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to support your involvement with ISKCON and the temple.

Your Personal Data is processed based on GDPR Legal Basis

Contract

We have a basis to process your personal data where we have a contract of employment with you.

For example, we need your NI number in order to pay you and cannot employ you without it.

<i>Legal Obligation</i>	<p>We have a basis to use your personal information where we need to do so to comply with one of our legal or regulatory obligations.</p> <p>For example, we need to see and copy your passport or other identification to prove that you have the right to work in the UK. We have a legal duty to share information with HMRC and our pension providers.</p>
<i>Consent</i>	<p>Consent is given where we ask you for permission to use your information in a specific way and you agree to this. Where we use your information for a purpose based on consent, you have the right to withdraw consent for this purpose at any time.</p> <p>For example, we might ask if we could use your photo on social media but you are free to refuse.</p>
<i>Legitimate Interests</i>	<p>We have a basis to use your personal information if it is reasonably necessary for us to do so and in our “legitimate interests” (provided that what the information is used for is fair and does not unduly impact your rights).</p> <p>For example, we have a legitimate interest to keep your personal data on our systems in order to keep it secure, process it and to provide you with a service.</p>

Your Special Category Personal Data is processed based on the Article 9 2.d exemption (processing of religious information by a foundation, association or not-for-profit body) and Article 9 2.b (processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law).

[WHO WILL IT BE SHARED WITH?](#)

We will only share your Personal Data with:

<i>HMRC</i>	National Insurance and Tax purposes
<i>Google</i>	We use Google Drive for some of our processing activities.
<i>Law Enforcement</i>	The courts, police or other law enforcement agencies if we have to by law or court order
<i>Insurance Providers</i>	To ensure our Employees are protected at work
<i>Legal Advisors</i>	As part of HR services

<i>Pension Providers</i>	As part of auto enrolment
<i>Technology Providers</i>	Software and Cloud Services providers. We use a 3 rd party hosted HR, packages

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We hold your personal data while you are employed by us and for the next seven years, due to HMRC requirements. We take out any bank details, references, next of kin and right to work documents at the end of your employment.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to recertification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed

*Rights relating to
automated decision making
and profiling*

Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

CONTACT US

ISKCON

Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

20. 2.4 NEXT OF KIN OR EMERGENCY CONTACT FPN

21.

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

This Fair Processing Notice / Privacy Notice is intended for Next of Kin or Emergency Contacts and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name
<i>Contact</i>	Address, Phone Numbers, Email Address

WHO IS COLLECTING IT?

Your Personal Data is collected from one of our employees or volunteers, when you have been named as a next of kin or an emergency contact.

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

When you have been nominated as a next of kin or an emergency contact, we need to hold your name, address and phone numbers on our system and use it to contact you if necessary.

Our legal basis for doing so is legitimate interest as it is a legitimate activity of a business to hold emergency contact/ next of kin details. We will only use your data when necessary.

You have the right to object to us holding your data. Please contact us if you do.

WHO WILL IT BE SHARED WITH?

We will only share your Personal Data with:

- Your contact information may be shared with the Emergency Services.
- Cloud Service and IT Providers. We use cloud service and IT providers to provide the storage and applications. We use a 3rd party hosted HR package.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We will retain your Personal Data for until the Employee that supplied your data leaves or if you request us before that time.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We not transfer your data outside of the EU or EEA.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to rectification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

CONTACT US

ISKCON

Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

22. 2.5 VOLUNTEER FPN

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

ISKCON collects data and information about our Volunteers so that we can run effectively. We need this information to help meet our purpose of providing an effective, compassionate and high-quality service and to meet our legal and contractual obligations. This Fair Processing Notice explains what data we process, why we process it, our legal basis, how long we keep it and the rights of Volunteers.

We will always make sure that any collected information is protected and treated securely. Any information that we process will be held in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 and other UK or EU data protection legislation

This Fair Processing Notice / Privacy Notice is intended for Volunteers of ISKCON and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name, Dob, Gender
<i>Contact</i>	Address, Phone Numbers, Email Address
<i>Other</i>	Documentary evidence of any relevant qualifications The dates on which you commence volunteering and cease volunteering;

The position that you hold at ISKCON, the work that you perform and the number of hours for which you are employed each week

Where applicable, details of enhanced Criminal Record checks

Health data, such as when you are ill or have had an accident. We need to process this personal data in order to fulfil our legal obligations to you in relation to health and safety

Images captured by CCTV

Bank details – to enable us to reimburse you any expenses.

We collect information about our volunteers when they commence volunteering with ISKCON and we process it on an on-going basis.

WHO IS COLLECTING IT?

We are collecting your Personal Data:-

- Directly from you
- From Government Agencies for Criminal Record checks
- From HMRC for tax purposes

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to support your involvement with ISKCON and the temple.

Your Personal Data is processed based on GDPR Legal Basis

Legal Obligation

We have a basis to use your personal information where we need to do so to comply with one of our legal or regulatory obligations.

For example, we need to perform background checks on volunteers what will have direct engagement with children.

Consent

Consent is given where we ask you for permission to use your information in a specific way and you agree to this. Where we use your information for a purpose based on consent, you have the right to withdraw consent for this purpose at any time.

For example, we might ask if we could use your photo on social media but you are free to refuse.

Legitimate Interests

We have a basis to use your personal information if it is reasonably necessary for us to do so and in our “legitimate interests” (provided that what the information is used for is fair and does not unduly impact your rights).

For example, we have a legitimate interest to keep your personal data on our systems in order to keep it secure, process it and to provide you with a service.

Your Special Category Personal Data is processed based on the Article 9 2.d exemption (processing of religious information by a foundation, association or not-for-profit body) and Article 9 2.b (processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law).

WHO WILL IT BE SHARED WITH?

We will only share your Personal Data with:

<i>HMRC</i>	National Insurance and Tax purposes
<i>Google</i>	We use Google Drive for some of our processing activities.
<i>Law Enforcement</i>	The courts, police or other law enforcement agencies if we have to by law or court order
<i>Insurance Providers</i>	To ensure our Employees are protected at work
<i>Legal Advisors</i>	As part of HR services
<i>Technology Providers</i>	Software and Cloud Services providers. We use a 3 rd party hosted HR, CRM, Mailchimp packages.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We hold your personal data while you are volunteering with us and for the next seven years, due to HMRC requirements. We take out any bank details and next of kin at the end of your volunteering.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google, HubSpot and Mailchimp are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to rectification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – [ico.gov.uk](https://ico.org.uk)

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing

[CONTACT US](#)

ISKCON

Radha-Krishna Temple

9-10 Soho Street,

London W1D 3DL

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

23. 2.6 RESIDENT FPN

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

ISKCON collects data and information about our Devotees so that we can run effectively. We need this information to help meet our purpose of providing an effective, compassionate and high-quality service and to meet our legal and contractual obligations. This Fair Processing Notice explains what data we process, why we process it, our legal basis, how long we keep it and the rights of Devotees.

We will always make sure that any collected information is protected and treated securely. Any information that we process will be held in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 and other UK or EU data protection legislation

This Fair Processing Notice / Privacy Notice is intended for Devotees of ISKCON and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name, Dob, Gender
<i>Contact</i>	Address, Phone Numbers, Email Address
<i>Other</i>	Donations, Activity History

WHO IS COLLECTING IT?

We are collecting your Personal Data:-

- Directly from you
- From course or event documents

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to support your involvement with ISKCON and the temple.

Your Personal Data is processed based on GDPR Legal Basis

Your Special Category Personal Data is processed based on the Article 9 2.d exemption (processing of religious information by a foundation, association or not-for-profit body).

WHO WILL IT BE SHARED WITH?

We will only share your Personal Data with:

<i>HMRC</i>	Where relevant for Gift Aid, Your Personal Data will be used to process Gift Aid with the HMRC to maximise your donations.
<i>Google</i>	We use Google Drive for some of our processing activities.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We will retain your Personal Data for 7 years after your last engagement with ISKCON for the purpose of our Financial Record Keeping requirements and our need for Charity records.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacysshield.gov.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to recertification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased

<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

CONTACT US

ISKCON
Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

24. 2.7 JOB APPLICANT FPN

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

This Fair Processing Notice / Privacy Notice is intended for anyone applying for a role at ISKCON and will cover:

- What is your Personal Data?
- What information is being collected?
- Who is collecting it?
- Why is it being collected and how will it be used?
- Who will it be shared with?
- How long do we keep your Personal Data for?
- What are your privacy rights?
- Do we transfer your data outside of the EU or EEA?

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name, Previous Surname, Other Names, DoB
<i>Address</i>	Previous addresses, Current address
<i>Contact</i>	Home Phone, Mobile, Email Address
<i>Employment</i>	Previous Employment, Medical/Disability Information (for interview arrangements)

WHO IS COLLECTING IT?

Your Personal Data is collected from you directly via the application form.

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required for ISKCON to consider your application. Your Personal Data is used to conduct the mandatory statutory checks.

Your Personal Data is processed based on GDPR Legal Basis

<i>Contract</i>	Your details are used for application processing and consideration.
-----------------	---

WHO WILL IT BE SHARED WITH?

Your Personal Data will be shared with:

<i>HR Staff</i>	Your details will be passed to our HR staff for processing of your application.
<i>Selection Panel</i>	Your details may be passed to our Selection Panel as part of the interview process.
<i>Cloud Service and IT Providers</i>	We use cloud service and IT providers to provide the storage and applications.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

If unsuccessful, we will retain your application information for six-months in case of any employment claims.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Dropbox and Google are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to recertification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

CONTACT US

ISKCON

Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL
United Kingdom

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

<< THIS STATEMENT IS TO BE GIVEN TO STAFF/VOLUNTEERS TO PASS TO NEXT OF KIN>>

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

This Fair Processing Notice / Privacy Notice is intended for 'Next of Kin' identified by staff members or volunteers at ISKCON.

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name
<i>Address</i>	Previous addresses, Current address
<i>Contact</i>	Home Phone, Mobile, Email Address

WHO IS COLLECTING IT?

Your Personal Data is collected from the staff member via the application process.

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to satisfy Legitimate Interest as part of employing staff.

WHO WILL IT BE SHARED WITH?

Your Personal Data will not be shared externally to the ISKCON, other than our Cloud Storage and IT Providers.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We are required to hold your Personal Data until the end of the staff member's employment.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to recertification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

HOW CAN WE PROCESS YOUR PERSONAL DATA IN THE FUTURE?

If we wish to use your personal data for a new purpose, not covered by this Fair Processing Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

CONTACT US

ISKCON
Radha-Krishna Temple
9-10 Soho Street,
London W1D 3DL

United Kingdom

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)

26. REFERENCES FPN

<< THIS STATEMENT IS TO BE GIVEN TO A REFEREE WHEN REQUESTING A REFERENCE >>

ISKCON understands the importance of Personal Data and has the protection of your data as its core.

This Fair Processing Notice / Privacy Notice is intended for 'References' identified by staff members at ISKCON.

We are happy to answer your questions. Our contact details can be found at the end of this notice.

WHAT IS YOUR PERSONAL DATA?

Personal data relates to a living individual who can be identified using elements from that data, either as an individual item or in combination with other elements.

WHAT INFORMATION IS BEING COLLECTED?

We hold the following information:

<i>Identification</i>	Name
<i>Contact</i>	Mobile, Email Address

WHO IS COLLECTING IT?

Your Personal Data is collected from the staff member via the application process.

WHY IS IT BEING COLLECTED AND HOW WILL IT BE USED?

Your Personal Data is required to satisfy Legitimate Interest as part of employing staff.

WHO WILL IT BE SHARED WITH?

Your Personal Data will not be shared externally to the ISKCON.

DO WE TRANSFER YOUR DATA OUTSIDE OF THE EU OR EEA?

We transfer your data to the USA and they are a non-adequate country for data transfer as determined by the EU Commission but don't worry, Google are in Privacy Shield. Privacy Shield is an agreement between the EU Commission and the US authorities which protects the transfer of your personal data. If you would like to know more about Privacy Shield, please visit privacyshield.gov.

HOW LONG DO WE KEEP YOUR PERSONAL DATA FOR?

We are required to hold your Personal Data until the end of the staff member's employment.

WHAT ARE YOUR PRIVACY RIGHTS?

Under the General Data Protection Regulation (GDPR), you have the following rights:

<i>The right to be informed</i>	Provide Data Subjects with information about the processing activities being conducted. Contained in this notice.
<i>The right of access</i>	Provide Data Subjects with confirmation that their Personal Data is being processed and access to the Personal Data you hold.
<i>The right to recertification</i>	Data Subjects have the right to have inaccurate or incomplete Personal Data corrected
<i>The right to erasure</i>	Data Subjects have the right to have their Personal Data erased
<i>The right to restrict processing</i>	Data Subjects have the right to stop unnecessary processing of their Personal Data
<i>The right to data portability</i>	Data Subjects have the right to move their Personal Data between organisations
<i>The right to object</i>	Data Subjects have the right to object to how their Personal Data is being processed
<i>Rights relating to automated decision making and profiling</i>	Data Subjects have the right to not be subject to an automated or profiling decisions

For more information about your Data Subject Rights, please refer to the ICO website - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of these rights, then please contact us using the details at the end of this notice.

You also have the right to lodge a complaint about our processing with the UK's Information Commissioner's Office – ico.gov.uk

CONTACT US

ISKCON
 Radha-Krishna Temple
 9-10 Soho Street,
 London W1D 3DL
 United Kingdom

Telephone: +44 (0)20 7437 3662

Email: privacy@iskcon.london

ISKCON is registered with the Information Commissioner's Office (ZA437679)