

## Privacy Notice Summary

Version Control	Changes Made	Author
Version 1 28/02/2024	New Document	Information Governance Team

### Who We Are

This Privacy Notice applies to the functions of Cumbria Fire and Rescue Service (CFRS). CFRS is governed by Cumbria Commissioners Fire and Rescue Authority (CCFRA).

### Why we collect data:

Your data is collated to help us meet our legal responsibilities and deliver our services efficiently and effectively. These responsibilities include:

- 1) Extinguishing fires in our area
- 2) Protecting life and property in the event of fires
- 3) Rescuing and protecting people in the event of a road traffic collision
- 4) Rescuing and protecting people in the event of other emergencies.

### What information do we collect?

CFRS needs to process a variety of data including personal, special category/sensitive and criminal/law enforcement data to meet our legal obligations and inform decision making.

The Personal Data requirements are:

- Name
- Address
- Contact details: Telephone number, e-mail address



The Demographic/Equality Data requirements are:

- Equality Monitoring, to measure performance and improvement in relation to equality & diversity or to make reasonable adjustment for staff and service users.
- Equality data include your protected characteristics such as your gender, your ethnicity, and any religion or belief. For each characteristic we'll provide a list of categories and would like you to select the one with which you identify. You are not required to identify with any.

The Special Category Data requirements are:

- Health/medical details

The Criminal/Law Enforcement Data requirements are:

- Biometric (CCTV and photographic images)
- Criminal history
- Premises access codes (residential/business)

## Legal Basis for Processing Data

To process your data, we need to have a justification under the General Data Protection Regulations. We justify our collection of personal data on the grounds of "Legal Obligation", "Vital Interests", and "Official Authority".

Our collection of Special Category data is justified under grounds of "Employment/social security and social protection" and "vital interests."

Our processing of criminal/law enforcement data is justified under the grounds of "protection of individuals' vital interests" and "safeguarding children and adults at risk".

## Consent

To process your data, we will explain to you what we are asking you to agree to and why. If we have consent to use your personal data, you may have the right to remove it at any time. If you want to remove your consent, please contact us at the following email address [informationgovernance@cumbriafire.gov.uk](mailto:informationgovernance@cumbriafire.gov.uk) and we will deal with your request.

Please note: We may not be able to remove your data due to the requirements of other relevant regulations. If we are unable to do so, you will be advised of this.