

Data Protection Policy

This is the Data Protection Policy for ECO Action for Windsor and Maidenhead (referred to as “ECO Action” going forward). ECO Action complies with the following privacy principles with respect to personal data. It shall apply to all the staff and third parties involved in business with ECO Action.

1. ECO Action has access to lawfully acquired personal data, and it processes that data in a transparent manner. Example data ECO Action may have access to include names and email addresses.
2. The policy provides protection to any kind of data it collects with the consent of the data holders, including names, phone numbers, email addresses, and more.
3. ECO Action will process the data only if and to the extent that
 - i. It has gained the consent of the data holders
 - ii. The processing is necessary for the relationship of the parties
 - iii. The processing is necessary for compliance with any legal obligations
4. ECO Action collects information with the explicit consent of the data holders, and it uses it for the explicit, legitimate purposes set forth in this policy and for no other purpose.
5. ECO Action only collects data that is adequate, relevant, and limited for the purpose for which it is being collected.
6. ECO Action collects and processes personal data as accurately as possible.
7. ECO Action takes every measure reasonable and necessary to maintain the integrity and confidentiality of the information being collected. It does not provide or allow unauthorized persons to access it.
8. Personal data shall be retained by ECO Action as long as necessary, and it shall be deleted immediately after the need is over.
9. Personal data may be disclosed to ECO Action's management or IT.
10. The data holder has the right to ask for any data from ECO Action.
11. The data holder has the right to request their data to be removed from ECO Actions records.
12. In case of a breach of the data, ECO Action will notify the individuals and the appropriate authority within 48 hours of such breach.

ECO Action for Windsor and Maidenhead

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