



The Palestine Trauma Centre (UK)

DATA PROTECTION POLICY

A guide for trustees and associates on using social media to promote the work of the Palestine Trauma Centre (UK) and in a personal capacity

This policy will be reviewed on an ongoing basis, at least once a year. The Palestine Trauma Centre (UK) will amend this policy, following consultation, where appropriate.

Date of last review: 16 November 2023

Data protection policy in accordance with the EU General Data Protection Regulation (GDPR)

Goal of the data protection policy

The goal of this data protection policy is to depict the legal data protection aspects in one summarising document. This data protection policy can also be used as the basis for statutory data protection inspections. This is not only to ensure compliance with the European General Data Protection Regulation (GDPR) but also to provide proof of compliance.

Preamble

The Palestine Trauma Centre (UK) (PTC(UK)), delivers therapeutic approaches to children and families in Palestine, it supports resilience in traumatised people and it provides specialist psychological training and supervision.

PTC(UK) collects and processes Personal Data belonging to its Trustees, names and addresses of donors who donate more than £1,000, and some third party fundraisers. Note addresses include e-mail and may include IP addresses.

Security policy and responsibilities within PTC(UK)

- PTC(UK) upholds high data protection and documented goals, which are based on the data protection principles;
- PTC(UK) has two designate roles for the responsibility of its data protection. One is the Chair of the Board of Trustees and the second is a member from the body of Trustees (the Data Protection Officer);
- PTC(UK) is committed to continuous improvement of a data protection;
- PTC(UK) is committed to periodic updates of training, of sensitisation and of obligation of its Trustees.

Legal framework in PTC(UK)

- PTC(UK) complies with legal and conduct regulations for handling personal data.

Documentation

- PTC(UK) documentation is prepared for internal and external inspections;
- PTC(UK) holds documentation, unless public, with confidentiality and integrity.

Existing technical and organisational measures (TOM)

- PTC(UK) has appropriate security measures in place to prevent the personal data it stores being accidentally or deliberately compromised.