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Health & Social Care Pension Scheme Privacy Policy

Introduction

The purpose of this Privacy Policy is to explain why and how Health & Social Care Pension Scheme collects and uses your personal information, your rights regarding this information and how we comply with data protection law.

If you are not yet a member of the Health & Social Care Pension Scheme (HSCPS) then this policy explains how we would use your personal information if you were to become a member, for example if you became employed by an organisation that offers scheme membership as part of its benefits package.

Overview of Data Protection Legislation

All EU (including UK) organisations must comply with the General Data Protection Regulations (GDPR) from 25 May 2018. Prior to this date, UK organisations were governed by the Data Protection Act (DPA). The GDPR builds on the existing DPA in order to respond to advances in technology, making accountabilities for Data Protection clearer, provide greater rights to 'data subjects' (individuals who organisations hold personal information for) and increase the size of fines that can be levied in the event of a personal information breach.

Legislation sets out the data protection principles. These are that personal information shall be:

- ***Processed lawfully, fairly and in a transparent manner;***
- ***Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes;***
- ***Adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;***
- ***Accurate and, where necessary, kept up to date;***

- ***Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal information is processed; and***
- ***Processed in a manner that ensures appropriate security of the personal information, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.***

The Information Commissioner's Office (ICO) is the UK's independent body set up to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals.

The HSCPS Pension Schemes

The HSC Pension Schemes and the Health and Personal Social Services (Superannuation) Injury Benefit Scheme are covered under the Privacy Policy.

HSC Pension Service has responsibility for the administration of the HSC Pension Schemes. This means that HSCPS is the 'data controller' for the personal information collected.

If you are an active employee, in employment and contributing to a pension scheme, then your employer is also the 'joint controller' of your personal information, as they collect and process personal information about you and pass it to HSCPS.

HSCPS Privacy Notice

The HSCPS Privacy Notice can be accessed at:

<http://www.hscpensions.hscni.net/download/HSCPS-Privacy-Notice.pdf>

The contents of the Privacy Notice are listed below:

What information we need

Why we process personal information

How we use your personal information

Who the information may be shared with

How long we keep your personal information

Security and safe storage of your personal information

What are your rights?

Personal Data Breaches

Further information and contact details

