

Lezayre Parish Commissioners Privacy Notice

General

This privacy policy explains what information Lezayre Parish Commissioners (LPC) collects and what that information is used for. If you have any questions or concerns regarding this policy please contact us via the contact details at the end of this document.

What information is used by LPC?

We use the personal data, which you have provided, to supply you with the information, reference material, regulations, notes, guidelines or advice, which you have requested. The information and personal data is only collected and used for the purpose(s) for which it was provided. It is never sold or shared with any third parties.

Your details are collected when you complete forms, request reference material, regulations, notes, guidelines or advice, or when you send us an E-mail.

Use and disclosure of personal information

Your information and personal data is not disclosed, sold or shared with any other organisations or persons outside Lezayre Parish Commissioners.

UNDER 18 YEARS

If you are under 18, please get your parent/guardian's permission before you provide personal information.

Contact us

Should you have any questions regarding this privacy statement, please contact us by E-mail lezayrecom@manx.net telephone (01624 890183)

Public Records Office

Your personal data may be permanently retained for research use at the Isle of Man Public Record Office if the records containing your personal data are selected for permanent preservation under the Public Records Act 1999. The Isle of Man Public Record Office preserves records of Isle of Man public authorities that are of long-term historic and cultural value.

Access to and use of records at the Isle of Man Public Record Office is governed by legislation, in particular the Public Records Act 1999, the Public Records Order 2015 and the Freedom of Information Act 2015.

Some records are made available to the public for research use, whilst others are covered by access restrictions to ensure sensitive information that should be confidential for a period of time is protected. Where your personal data is included in records transferred to the Record Office, an assessment will be made of whether the records should be covered by an access restriction based on

this legislation. Access restrictions will be applied to records as appropriate under this legislation to prevent unlawful access to your personal data. Your personal data will not be used by the Isle of Man Public Record Office for any automated decision making.

The Isle of Man Public Record Office is part of the Department for Enterprise and can be contacted at: public.records@gov.im, or Unit 40A Spring Valley Industrial Estate, Braddan, Isle of Man, IM2 2QS. The Department