

# Legitimate Interest Assessment Emergency Contact(s)

This legitimate interest assessment has been compiled in order to set out the reasons why Hamble Valley u3a requests emergency contact(s) details.

## **Purpose Test**

The reason that Hamble Valley u3a requests contact details for members emergency contact(s) is so that the committee and/or the member(s) leading a group on any particular day know who to contact in the event of an emergency. Hamble Valley u3a has a duty of care to its membership and in order to ensure your safety we need to be able to contact someone who can meet your welfare needs in the event of an incident/accident. Hamble Valley u3a requests members to inform the person identified as your emergency contact(s) that you have provided their details to the u3a. For certain events and trips, we may need to provide these details to a 3rd party. Hamble Valley u3a will always make you aware where emergency contact(s) information is requested as to who information will be shared with.

## **Necessity Test**

The emergency contact(s) information provided by members would only be used in the event of a serious incident/accident. Hamble Valley u3a would use the information to contact someone who may need to collect the relevant member, support the relevant member or liaise, on behalf of the relevant member, with a third-party provider such as a medical professional. Hamble Valley u3a only requests minimal information regarding members' emergency contact(s) which includes a name and telephone.

## **Balancing Test**

The emergency contact(s) data requested is minimal and is only that which is required to make contact with the individual in question. Hamble Valley u3a relies on its members to provide emergency contact(s) information and to make the individual aware that this information has been passed to the u3a and for what purposes it has been passed to the u3a. Hamble valley u3a will hold this information securely and it will only be accessed by those who need to see it. The information provided will only be used to contact the emergency contact(s) where an incident or accident occurs that requires someone to take responsibility for the member in question. The data will not be processed for any other purposes.

Through compilation of this assessment Hamble Valley u3a considers that it has a legitimate interest to collect, hold and process emergency contact(s) information. This document will be held by the Committee and communicated to the membership, as required. The assessment will be reviewed every 2 years in order to ensure that legitimate interest remains the most appropriate lawful basis for gathering this information.