

LEGITIMATE INTEREST ASSESSMENT EMERGENCY CONTACT

This legitimate interest assessment has been compiled to set out the reasons why Rutland u3a requests emergency contact details.

PURPOSE TEST

The reason that Rutland u3a may request emergency contact details for members is so that the Committee and/or group leaders know who to contact in the event of an emergency. We have a duty of care to our members and we need to be able to contact someone who can meet your welfare needs in the event of an incident/accident. Please ensure that the person identified as your emergency contact has agreed for you to have provided their details to the u3a. For certain events and trips we may need to provide these details to a third party.

NECESSITY TEST

Rutland u3a will only use the emergency contact information provided by members in the event of a serious incident/accident, in order 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. Rutland u3a only requests minimal information regarding members' emergency contact which includes a name, telephone number and details of their relationship to the member.

BALANCING TEST

Rutland u3a relies on its members to provide emergency contact information and to make members aware that this information has been passed to the u3a and why. Information provided will only be used to contact the emergency contact if an incident or accident occurs that requires someone to take responsibility for the member in question. Rutland u3a will hold this information securely and it will only be accessed by those who need to see it. The data will not be processed for any other purposes. This is why Rutland u3a considers that it has a legitimate interest in collecting, holding and processing emergency contact information in such specific instances and affirms that it will be held securely and used only as described above. This assessment will be reviewed by the Committee every 2 years in order to ensure that legitimate interest remains the most appropriate lawful basis for gathering this information.

BRH

Reviewed 01/08/23

Next review date 01/08/25