



Privacy Notice – BCM Website

Belfast Central Mission (BCM) is committed to ensuring the safety and security of our staff, volunteers, service users, and visitors. This notice sets out how BCM uses and protects any information that you give BCM when you use this website. The data controller for the Website is Belfast Central Mission, Grosvenor House, 5 Glengall Street, Belfast, BT125AD. BCM is registered with the Information Commissioners Office: Registration Number Z9923395.

1. Collecting Data on our Website

We collect certain information about you when you use the BCM's website with the url: <https://www.belfastcentralmission.org/>

This website uses cookies. These are small data text files sent from websites which are then stored on users' computers, tablets and phones when accessing the site. They can be stored for varying lengths of time from the length of a browsing session to years.

Cookies are stored in your browser, and your browser will allow you to disable storing them. If you do not wish us to collect this information, please disable your Cookies when browsing.

We use Google Analytics cookies to give us information about how you use our website. This data includes: Your IP address and details of the version of web browser you used to visit our website. Information on how you use our website to help us improve it.

Google Analytics allows us to find out the number of visitors to the various parts of the site. The information is processed in a way that does not identify anyone. No attempt is made through Google Analytics to find out the identities of people visiting the website.

2. Links to other websites

BCM website contains links to and from other websites. This Privacy Policy Statement only applies to this website, and does not cover any other websites that we link to.

3. Where website data is stored

We store your data from web forms and enquiry pages on secure servers based in the UK. This data is deleted regularly. No donation data is ever stored on our website.

4. Collecting data from donations

We do not collect donations data via this website. You will be directed to our fundraising platform that holds a separate privacy policy, please refer to <https://www.blackbaud.co.uk/company/privacy-policy/europe> for further information.

5. Type of information we collect

The type of information we collect may include personal data which identifies you or can be used to identify or contact you. This includes name, email address, telephone number and other contact information you provide on our online forms. Such information is only collected from you if you voluntarily submit it to us via these methods.

6. How we use the information you provide

The information you provide will be used to respond to your query. We have no formal retention period for web enquiries, but online form information is automatically deleted when deemed to no longer be needed for the original purpose requested.

7. Your consent

By submitting your information you consent to the use of that information as set out in this Privacy Policy Statement. If we change our Privacy Policy Statement, we will post the changes on this page. Continued use of this website will signify that you agree to any such changes.

8. Disclosure of information to third parties

We will not trade your personal details with third parties. We may share your information with selected third parties including:

- Analytics and search engine providers that assist us in the improvement and optimisation of our site.
- Where we are required to disclose it in order to comply with any applicable law, a summons, a search warrant, a court or regulatory order, or other statutory requirement.

Where data is transferred to another party, we ensure appropriate technical and organisational safeguards are used to protect your personal data.

9. Security

Once we receive your personal data we take all reasonable technical and organisational measures to protect personal data from loss, misuse, alteration or destruction and to prevent any unauthorised or unlawful disclosure or processing.

10. Right of access to and updating or deleting your personal data

You can inform us at any time of any changes in your personal data and we will update your personal data accordingly. To find out what personal data we hold on you, to receive a copy of this data, or to have your personal data updated, amended, or deleted, please write to us using the contact details below.



8. Contact Us and Further Information

If you wish to exercise your data protection rights, please contact Jillian Miskelly, HR Manager, Belfast Central Mission, Grosvenor House, 5 Glengall Street, Belfast, BT125AD, dppt@belfastcentralmission.org.

You also have the right to lodge a complaint with the Information Commissioner's Office (ICO), which is the UK's independent body set up to uphold information rights. The ICO's office in Northern Ireland can be contacted at:

Information Commissioner's Office – Northern Ireland 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB Telephone: 0303 123 1114 Email: ni@ico.org.uk