

## **Privacy notice**

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession. The processing of personal data is governed by the General Data Protection Regulation (GDPR)

Blyth & Sons Ltd is the data controller. This means that it controls how your personal data is processed and for what purposes.

### **How we Process your Personal Data**

Blyth & Sons Ltd complies with its obligations under the GDPR by keeping all personal data confidential, by storing it and destroying it securely, by not collecting or retaining excessive amounts of data, by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

### **We use your personal data in the following ways:**

To pass to officiants who are taking the funeral-they use this to contact you to make the funeral arrangements. They have their own GDPR policy.

To pass onto the crematorium or burial authority for the purposes of burial or cremation. Both parties have their own GDPR policy.

To a charity that has been selected so that they can write to confirm safe receipt of donations. They will have their own GDPR policy.

To Parochial, Town and Parish Councils for the applications of memorials

We do not pass your information on to any one else and we do not use your data for any other purposes but to make Funeral Arrangements,

The personal data of the NOK's is stored with the funeral arrangements card. This is kept safely and is not used for any other purpose but to assist in funeral arrangements or to be used in need of contact for further arrangements such as memorialisation or duties surrounding cremated remains.

### **Your rights and your personal data.**

You have the following rights

The right to request a copy of the data that we have

The right to correct any data that we have

The right to request your data to be erased

We will not transfer your data abroad

We will not use any automated decision making tools

We will not further process your data.