

Life Bridging Works

Kerrisdale
Western Road
Hailsham
East Sussex
BN27 3DY
Tel: 01323 849305
www.lifebridgingworks.org



Life Bridging Works exists to bring life in all its fullness to some of the world's poorest people by bridging the gap between the developed and developing nations.

Charity Number: 1122649

Who we are:

We are Life Bridging Works, a registered charity in the UK. Our charity number is 1122649 and we are registered with the Information Commissioner's Office; registration number ZA467392.

To contact us about privacy issues email lifebridgingworks@gmail.com or write to:

Kerrisdale
Western Road
Hailsham
East Sussex
BN27 3DY

What we do with your information:

Will depend on who you are and how you interact with us.

Supporters of the Charity:

If you give to the charity, we will keep a financial record of your gifts in line with UK financial regulations. If you choose to gift aid your donations, we will also hold details of your address. We will also keep your email address on record if you have chosen to receive our mailings.

We don't share your information with any third parties with the following exceptions:

- Should we be required to do so by law.
- HMRC for the purposes of claiming gift aid (if you are gift aid registered).
- With a third-party email marketing company to send out our newsletters (at time of writing we use MailChimp).

Mission Trip Volunteers:

- We will hold a record of your contact details, next of kin and passport details for the purposes of arranging flight details and trip information and any medical information that we will need to keep you safe on your trip. This will not be shared with other outside parties apart from airlines and insurance companies for the purposes of the trip.

Your rights:

Under the *General Data Protection Regulations*, you have the right to request certain actions be taken with your information. You have the right to request the information we hold be corrected if it's wrong. You have the right to request a copy of the information we hold on you. You have the right to request that we erase or cease processing your information.

To exercise any of these rights, you need to contact us using the details above. If you're unhappy with our response to your request, the *GDPR* gives you the right to complain to the supervisory authority, which in the UK is the *Information Commissioner's Office (ICO)*. Their contact details are:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Last reviewed: 7th June 2023

Agreed by Trustees:

Signed:

Next Review Due: June 2024