

1.3 Company Obligations

In undertaking the business and activities of Mohill Family Support Centre CLG we gather, store personal data on a variety of data subjects including clients, staff, volunteers, suppliers and members of the public. Mohill Family Support Centre CLG use of personal data ranges from individual enquiries, CCTV footage, financial transactions with service users, and suppliers through to the processing client data throughout their work, volunteering and interactions with Mohill Family Support Centre CLG. Mohill Family Support Centre CLG store personal data of staff, volunteers and other individuals, this is defined as a Data Controller for the purposes of the GDPR. GDPR applies to all data relating to, and descriptive of, living individuals defined in the GDPR as personal data. Individuals are referred to as 'data subjects'. Some of the data that Mohill Family Support Centre CLG creates, collects and processes may be sensitive data i.e. data concerning a data subject's physical or mental health, or trade union membership

Data Protection is an important part of Mohill Family Support Centre CLG is an important part of the organisation overall information security arrangements. All information will be handled safely and securely in accordance with Mohill Family Support Centre CLG policies and procedures. In addition, some data sets are subject to external regulation/legislation and it is important that staff/volunteers recognises both categories when handling Mohill Family Support Centre CLG information and data.

The GDPR places obligations on Mohill Family Support Centre CLG and the way it handles personal data. In turn, the staff and volunteers in Mohill Family Support Centre CLG have responsibilities to ensure that personal data is processed fairly, lawfully and in a transparent manner. Staff and volunteers also have responsibilities to ensure that personal data is processed securely. Mohill Family Support Centre CLG will only process data if we have a valid condition of processing (e.g. consent from the data subject or a service agreement with the data subject) and we have provided information to data subjects about how and why we are processing their information (i.e. privacy notice). There are restrictions on what Mohill