



## GDPR Policy

Document Name	GDPR Policy
Version reference	1.0
Document Owner	The Board
Governance Code Principle no	Principle 4: Exercising Control Standard 4.2: Find out the laws and regulatory requirements that are relevant to your charity and comply with them
Approved by	The Board
Date approved	2021
Date for revision or review	2024



## GDPR Policy

### Our Commitment to GDPR

My Lovely Horse Rescue (MLHR) is committed to ensuring the security and protection of the personal information that we process, and to provide a compliant and consistent approach to data protection in terms of GDPR.

### Who we are

My Lovely Horse Rescue (MLHR) is a company limited by guarantee and a registered charity in Ireland committed to the rescue, rehabilitation and rehoming of hundreds of animals each year. We provide medical care, rehabilitation programmes and continuous love and support for every animal who comes into each of our rescue centers. We also campaign for greater awareness and enforcement of Ireland's animal welfare policies by all relevant authorities.

Our supporters help us in our efforts to achieve all of this by:

- Fundraising, personal financial donations and donating to or purchasing goods from our MLHR charity shop in Edenderry.
- Volunteering, at our rescue farms and in our charity shop
- Reporting suspected instances of animal abuse and cruelty to us and relevant authorities

We ensure through our website and social media channels that our supporters are aware of the ways in which they can help us to save animals' lives and to help improve the overall system of animal welfare in Ireland.

Charities Regulatory Authority in Ireland Registered Charity Number 20204871  
ROI Company Number 539058

### Information that we hold on individuals, both members of the public and volunteers

#### 1. Members of the public

We are contacted by members of the public in relation to fund raising, welfare cases, fostering, adoption and general information around animal welfare issues. In all of these circumstances we manage this information in accordance with GDPR. The personal data we collect will be minimal, relevant to the specific interaction you have with MLHR and linked to the purpose for which we need it. We store the data on our secure database. We may sort



## GDPR Policy

data, for example, via location, date, topic or any other category, and may process data to fulfil a donation; for example, we may verify the address in relation to a donor.

We never release any information to any third party without the express permission of the person to whom the information relates, or through a court order. If a member of the public wishes to have their data removed from our database, they have a reasonable right to erasure.

We receive such information from the following sources:

- Information passed onto us by members of the public via any form of communication – physical, telephone, text, whatsapp, forms, forums, email, letter, twitter, facebook (including messenger) or any other form;
- Information we have gained consequent to the inspection of a premises, home, land or other in relation to rehoming or welfare issues;
- Information gained through our participation in or initiation of a seizure of an animal on welfare grounds;
- Any additional information that is subject to GDPR

### 2. [Volunteers, Employees, Board Members, Workaways, casual workers:](#)

We collect information on our employees, board members, volunteers, workaways and casual workers as part of running our organisation. We manage this information in accordance with GDPR. We never release any information to any third party without the express permission of the person to whom the information relates, or through a court order.

### **Why we hold and process supporters' personal data**

We hold and process our supporters' data for a number of reasons and it is important that we keep that data as accurate as possible

To manage our organisation effectively and comply with any legal obligations

To keep an up to date record of our communications with supporters and donors

To keep our supporters, our staff, volunteers and donors secure

To claim tax relief through the Charitable Donation Scheme once we are eligible for this scheme in 2022



## **GDPR Policy**

These reasons are supported by the legal framework of the General Data Protection Regulation 2016/679 which sets out guidelines for the collection, storing and processing of personal data from individuals who live within the European Union

### **How MLHR will use your personal data**

MLHR will use your personal data for the following purposes:

For administration purposes, eg processing any donations you have made, completing any interactions or financial transactions you may have entered into with us online or otherwise.

To confirm receipt of donations and express our sincere thanks for same

For our internal records so that we have an up to date register of your relationship with us

To communicate with our staff and volunteers and support them in their vital roles in our organisation

To apply any instructions given to us by our supporters and members of the public regarding the handling of their personal data

To protect our staff and volunteers, or to prevent any illegal or dishonest activities

For fundraising purposes

To improve the content offered through our website and social media channels and to make them as user friendly as possible

### **How long will MLHR keep your personal information**

We will keep your personal information on our secure systems for as long as is reasonably necessary to the relevant interactions you have with us, for example records of donations for tax relief purposes or legacy income

### **Will MLHR share your personal data with anyone?**

MLHR is very respectful of the data which we have received regarding our supporters and donors and members of the general public. We will use that information solely for the purpose for which it was intended. We will never share or sell your personal data to any third party for their marketing purposes.

If we need to share personal information for any other purpose, for example for research or to fulfil a petition, we will ask for the consent of the people whose data we will use.

All personal data is stored and transported securely in the EU and is used for the purposes stated above.



## **GDPR Policy**

If data needs to be processed outside the EU, it will be processed securely and where the organisation receiving the personal data has provided adequate safeguards.

MLHR works with other animal welfare organisations, local authorities and police forces and we share relevant information only to safeguard horses and other animals in danger.

Such information may also be shared to assist in a prosecution.

### **How MLHR protects your personal data**

The security of our supporters data is of the utmost importance to us and we ensure that the correct and appropriate controls are in place to protect all your personal data. For example our online payments network is protected and banking details are encrypted. We also ensure that only the minimum of personnel and those in trusted and responsible positions have access to your personal information.

### **How to contact us to request any changes or updates to your personal information**

How we communicate with you and your satisfaction with that communication is of the utmost importance to us. If you wish to make any adjustments to that communication or to update us on any changes to your personal information then please contact us by email at [info@mylovelyhorserescue.com](mailto:info@mylovelyhorserescue.com)

If you have any concerns or complaints as to the manner in which we have handled your personal data we would appreciate that you would contact us first and allow us to rectify the matter for you. You are of course entitled to make a complaint to the Office of the Irish Data Protection Commissioner at [www.dataprotection.ie](http://www.dataprotection.ie) or call them on +353 578684800 or +353 761104800

### **What are your data protection rights**

The right to access – you have the right to request a copy of your personal data from us

The right to rectification – you have the right to request that we correct any information about you which you believe to be incorrect or incomplete

The right to erasure – you have the right to request that we erase your personal data from our system, also known as the right to be forgotten

The right to object to processing – you have the right to request that we stop the processing of your personal data under certain circumstances



## GDPR Policy

The right to data portability – you have the right to request that we transfer the data we have collected about you to another organisation, or directly to you, under certain conditions

If you would like to exercise any of these or other data protection rights please email us at [info@mylovelyhorserescue.com](mailto:info@mylovelyhorserescue.com)

### Our use of Cookies

Cookies are files on your computer designed to collect standard internet log information and visitor behaviour information. When you visit our website we may collect information from you automatically through cookies or similar technology. This can help improve your experience of using our website and can also be used to show you relevant content about MLHR on social media sites. You can of course set your browser to not accept cookies.

We also use third-party analytics tools such as Google Analytics to make sure the website is as user friendly as possible – this uses information such as who visits the page, for how long, which search engines are used etc. Such analytics data is anonymous.

### Linking policy

My Lovely Horse Rescue is happy for third party websites to link to our site, but we cannot be held responsible for any content within these sites or the views or opinions contained within them. Linking does not in any way convey endorsement of the linked site.

### CCTV

We have CCTV at our premises for the safety of staff, employees, animals and the premises itself.

### Public Events

Where we have public participation at our events where photographs are taken, we will provide notices at the event stating that the photographs will be used in our publicity materials. If any member of the public is unhappy with this, they have the right to notify a volunteer or staff member and we will respect their wishes.

---

Signed *Ali Davey* .....

Name Ali Davey .....

Signed *Eoin Cullen* .....

Name Eoin Cullen .....