Shahporan Masjid Privacy Policy

**Our contact details**

Name: Shahporan Masjid and Islamic Centre Trust

Address: 444 Hackney Road, E2 6QL

E-mail: shahporanmasjid2@gmail.com

**The type of personal information we collect**

We currently collect and process the following information:

* Name
* Chosen username
* E-mail address

**How we get the personal information and why we have it**

Most of the personal information we process is provided to us directly by you for one of the following reasons:

* Registering for a user account

We also receive personal information indirectly, from the following sources in the following scenarios:

* You have asked to book an event in-person and agreed to have an account created on your behalf.

We use the information that you have given us in order to facilitate booking of events, and if an admin user, have access to the admin settings of the web application.

Your information is confidential and will not be shared with any third party.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

**(a) Your consent. You are able to remove your consent at any time. You can do this by contacting us by email: *shahporanmasjid2@gmail.com***

**How we store your personal information**

Your information is securely stored.

We keep your user account details (as listed at the start of this document) for an indefinite time period. We will then dispose your information on your request, or if your data is no longer needed.

**Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at **shahporanmasjid2@gmail.com** if you wish to make a request.

**How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at **shahporanmasjid2@gmail.com**.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO’s address:

Information Commissioner’s Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>