iBRA-NET Privacy Policy

INTRODUCTION

This privacy policy describes how the iBRA-NET protects and makes use of the information given by those who access its website. This policy incorporates the General Data Protection Regulation (GDPR) introduced in May 2018. The principles of GDPR build on the existing Data Protection Act 1998 (DPA) but the obligations are more extensive. This policy will set out what we are doing to comply with the GDPR.

The iBRA-NET is committed to maintaining high standards of security and confidentiality for information in our custody and control. Safeguarding this information is critical to the successful operation of the iBRA-NET. The iBRA-NET will treat all information in its care and control with the same degree of security and confidentiality. The iBRA-NET website now holds information relating to past and current subscribers.

This privacy notice was updated on the 15th of October 2020

If you have any questions about this policy please e-mail [ibranet@absgbi.org.uk](mailto:ibranet@absgbi.org.uk)

WHAT DATA WE GATHER ON OUR MEMBERS

We collect the following information from our members

•  Name

•  E-mail address

•  Working Address (Hospital and City)

•  Correspondence between the individual member and the iBRA-NET

Collecting this data helps us understand and identify our members, enabling us to deliver improved communication with our subscribers.

The iBRA-NET specifically uses the data for:

•  Our own internal records

•  Contacting you with a response to a specific enquiry

•  Sending updates on events and information we think might be relevant you

•  Sending information about studies, projects, conferences, meetings and courses being run by the iBRA-NET and their partners

COOKIES AND HOW WE USE THEM

Cookies are small text files passed by us to your computer’s hard drive via your browser. These may be used to collect information for the purposes of managing and improving the services of the website, establishing your browsing actions and patterns and preparing customised pages. You can configure most standard web browsers to refuse cookies or warn you before accepting them. However, cookies enable you to take full advantage of the iBRA-NET website and if you adjust your browser setting to refuse cookies you may be unable to access certain parts of the website.

The iBRA-NET uses cookies on its site purely to improve services for you through, for example:

•  enabling a service to recognise your device so you don't have to give the same information several times during one task

•  recognising that you may already have given a username and password so you don't need to do it for every web page requested

•  measuring how many people are using the site, so it can be made easier to use and there's enough capacity to ensure it is fast enough

We use Google Analytics to measure how many people use this site. We do this to make sure the site is meeting users' needs and to understand how we could improve it.

Google Analytics stores information about what pages you visit, how long you are on the site, how you got here and what you click on. We do not collect or store any personal information so this information cannot be used to identify who you are. We also do not allow Google to use or share our analytics data.

LINKS

The iBRA-NET website contains links to other websites. Please note that we have no control of websites outside our domain. If you provide information to a website to which we link, we are not responsible for its protection and privacy. Always be wary when submitting data to websites and read their privacy policy in full.

CONTROLLING INFORMATION ABOUT YOU

When you complete the iBRA-NET online form you will be added to our mailing list and will receive communications from us by email.

You can change your mind by contacting us by e-mailing ibranet@absgbi.org.uk

Any personal information we hold about you is stored and processed under our data protection policy, in line with the Data Protection Act 1998 and the General Data Protection Regulation 2018.

DATA RETENTION

The iBRA-NET complies with its legal obligations in relation to record retention and has an archive policy. Staff training is undertaken to ensure that record retention complies with this policy. Data will not be retained on individuals who have unsubscribed from the iBRA-NET.

The policy is updated when required

SECURITY

We will always hold personal information securely and process it in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures in accordance the GDPR.

Taking into account the state of the art, the costs of implementation and the nature, scope, context and purposes of processing as well as the risk of varying likelihood and severity for the rights and freedoms of natural persons, the controller and the processor shall implement appropriate technical and organisational measures to ensure a level of security appropriate to the risk.

BREACHES

The iBRA-NET have put in place the appropriate procedures to ensure personal data breaches are detected, reported and investigated effectively. In the event of a breach where the individual is likely to suffer some form of damage (e.g. through identity theft or confidentiality breach), the iBRA NET will report to the ICO (Information Commissioners Office) and notify the affected individual. The necessary steps will be taken to rectify and tighten up the current mechanisms of securing all data records held.

SUBJECT ACCESS REQUEST

Individuals have the right to access personal data and supplementary information held by the iBRA-NET. The right of access allows individuals to be aware of and verify the lawfulness of the processing.

Subject Access Requests must be in writing and will respond to requests within one month from the date of the request. In order to verify requests, individuals may be asked for further evidence of identify.

The iBRA-NET will not charge for such requests, however, excessive or repetitive requests for the same information by an individual will be subject to a charge being enforced. The fee will be based on the administrative cost of providing the information.

The information held by us will be sent in an electronic format and we will request confirmation of an individual receiving this.

If the iBRA-NET receives a subject access request from a third party we will seek verification as to the authenticity of the request.

SOCIAL MEDIA

The iBRA-NET have the following social media accounts under its control:

Facebook  
Twitter  
LinkedIn

These social media platforms are open and any individuals wishing to follow the iBRA NET are welcome to do so. Any user on these platforms has analytics available to them from the provider. The iBRA NET has no additional analytics available to it.