

Data Protection and GDPR Policy

Organisation:	British Veteran Owned	Last Reviewed:	January 2026
Established:	January 2022	Next Review:	January 2027

1. Purpose

British Veteran Owned Ltd is committed to protecting personal data and complying with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. This policy explains how personal data is collected, used, stored, and protected.

2. Scope

This policy applies to all personal data processed by the organisation, including data relating to:

- Participants and beneficiaries
- Partners and suppliers
- Staff, volunteers, and advisors
- Website users and mailing lists

3. Data We May Collect

Depending on engagement, we may collect:

- Names and contact details
- Business and professional information
- Equality monitoring data (provided voluntarily)
- Communications and feedback

We do **not** routinely collect sensitive personal data unless necessary and with appropriate safeguards.

4. Lawful Basis for Processing

Personal data is processed only where there is a lawful basis, including:

- Consent
- Contractual necessity
- Legal obligation
- Legitimate organisational interest

Data is used **only for clear, defined purposes.**

5. How Data Is Used

Personal data may be used to:

- Deliver programmes and services
- Communicate with participants and partners
- Monitor impact and improve services
- Meet legal or funding requirements

Data is never sold or shared unnecessarily.

6. Data Storage and Security

The organisation:

- Stores data securely using appropriate technical measures
- Restricts access to authorised individuals only
- Retains data only for as long as necessary
- Disposes of data securely when no longer required

7. Data Sharing

Personal data may be shared only:

- Where required by law
- With trusted service providers under appropriate agreements
- With funders in anonymised or aggregated form

8. Individual Rights

Individuals have the right to:

- Access their personal data
- Request correction or deletion
- Withdraw consent where applicable
- Raise concerns about how data is used

Requests should be made in writing and will be responded to within statutory timescales.

9. Data Breaches

Any suspected data breach must be reported promptly to the Chairman. Where required, breaches will be reported to the Information Commissioner's Office (ICO).

10. Responsibility

The Board of Directors holds overall responsibility for data protection. The Chairman acts as the Data Protection Lead. Contact: dataprotection@britishveteranowned.co.uk

Author:	Stephen Morgan	Approved By:	Stephen James
Position:	CEO	Position:	Chairman