

## Members Privacy Statement or Notice

At the CIEH we understand your concerns about what happens to information which you provide us through your membership and we are dedicated to protecting your privacy. The CIEH provides this privacy statement in its role as data controller in order to explain the use of the personal data you provide through membership, through MyCIEH or the main website and to demonstrate our commitment to privacy and protecting your information.

By accepting membership of the CIEH you consent to the provisions contained in this privacy statement.

### What information do we collect from you?

We collect the information that you provide to us when you join and renew your membership annually. We also collect information relating to the options you select on the website and MyCIEH which are used only in an anonymised report to help inform the further development of membership services.

### How will we use this information?

The personal data that is collected from you through the membership renewal process and at other times is used for:

- Membership status and subscriptions
- CPD attainment in line with membership requirements
- Developing effective and appropriate membership services
- Communicating with members on an individual basis or through the branch, regional and specialist networks on organisational and professional matters
- Consulting with members on organisational and professional issues
- Undertaking research such as needs assessment and membership profiles to ensure services and membership benefits are tailored effectively to members needs
- Keeping members informed and updated about organisational and professional issues and services
- Promoting events, opportunities and other activities in furtherance of professional competence and development

The CIEH does not support the use of personal data collected from you for direct marketing by a third party and will not be using data for this purpose.

Finally, information you supply may be used to support any other intended purpose stated at the time at which your information is collected, subject to any preferences which you may have indicated. We will also use your information to contact you through your preferred contact method centrally and through our regional network (regional or branch or through Specialist Interest Groups).

### How will we contact you?

We can contact you by email, telephone, facsimile or post. We will not pass your contact details to any other third party for marketing purposes. You can email us at [membership@cieh.org](mailto:membership@cieh.org) to change your contact preferences.

## To whom will we provide your information?

The CIEH will only provide your contact details to approved personnel within CIEH, its subsidiaries, Environmental Health Registration Board and the Regional/ professional network for the general administration and operation of the membership functions as stated above. The CIEH will not pass on your details to any other third party for direct marketing purposes.

## CIEH Website-What happens if I follow a link to another website?

The CIEH has taken all reasonable steps to maintain the security of its website and MYCIEH. If you use other links on our website that lead to external websites we will no longer have control over the way in which any information is collected from you through those websites. Other websites may handle your information in a different way and should have their own privacy policies.

## What about Cookies and other tracking tools?

As part of our dedication to high standards we use cookies and other tracking tools on our website, MyCIEH and Membership E newsletter. Cookies are small packets of data that your web browser stores on your computer when you visit websites, which enable the server to collect information. Cookies are used by us for example to recognise you when, as a registered user/member, you log on to the website.

## How can I find out what information you hold about me?

If at any time you wish to know what information we hold about you, please contact [membership@cieh.org](mailto:membership@cieh.org)

If necessary you can ask us to rectify or complete any inaccurate or incomplete personal information which we hold about you.

## What if there are changes to this statement?

Occasionally, to better protect you and in accordance with the law, we may need to update our Privacy policy and statement. We reserve the right to amend, update or replace this policy at any time and your continued membership and use of membership services will constitute your acceptance of any such changes we may make. Any changes we make will be shown here, so please make sure you check this page from time to time on the website or through MyCIEH.

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