

## **CALVER PARISH COUNCIL– Privacy Policy Checklist**

A. This checklist is designed to help draft a privacy policy. The GDPR requires certain information must be included in a Privacy Notice (see Appendix 4) but the council has more freedom about the contents of its Privacy Policy but it is recommended that you provide similar information to that included in your General Privacy Notice.

B. This checklist is designed to help you gather the information you will need to put a GDPR-compliant privacy policy on your website.

1. Council information

Who are the data controllers?

What personal data is collected?

With whom is the personal data shared

Data Subject Rights

Data transfers outside the EEA

How will changes to the policy be communicated?

Contact details and information to provide