**Election Staff – Privacy Notice**

**The reasons why we process your data:**

The personal data is processed to allow the council to run elections and prepare the register of electors by appointing staff from a database of people who have expressed an interest in working at elections and as electoral registration canvassers.

**How we collect your data:**

* Emails
* Telephone Calls
* Online
* Letters
* Manual forms

**The lawful basis for processing your data:**

* Legal requirement
* Consent (contract with data subject)

**The type of personal data we process:**

* Name
* Address
* Telephone number
* Email Address
* Date of birth
* National Insurance number
* Bank details
* Images of Right to Work evidence

**Special (Sensitive) category data:**

* Not applicable

**Lawful Basis for Processing Special Categories of Personal Data:**

* Not applicable

**Processing of personal data relating to criminal convictions and offences:**

* Not applicable

**Sharing your data:**

* Payroll services and HMRC
* Contact details shared with staff you will be working with

**Automated decision making :**

* Not applicable

**How long we keep your data:**

Until the individual asks to be removed from the staffing database