**Freedom of Information requests**

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| **Data Controller(s)** | NHS North East Lincolnshire CCG |
| **Purpose** | As a public authority, the CCG has a duty to respond to requests made under the Freedom of Information Act 2000. |
| **Type of information Used** | Identifiable: Personal (such as name, address, date of birth) |
| **Legal basis** | GDPR Article 6(1)(e) ‘processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority…’ |
| **How we collect (the source) and use the information** | We will only collect identifiable information such as name and contact details provided by individuals making requests under the Freedom of Information Act 2000. This information will only be used to respond to such requests and in correspondence with individuals following appeals. |
| **Data Processors** | NHS East Riding of Yorkshire CCG |
| **Your Rights** | With regards to Freedom of Information Requests under GDPR you have the right:   * To be informed about the processing of your information (this notice) * Of access to the information held about you * To have the information corrected in the event that it is inaccurate * To restrict or stop processing * To object to it being processed or used * Not to be subject automated decision-taking or profiling * To be notified of data breaches |
| **How long we will keep the information** | The organisation has adopted The Records Management Code of Practice for Health and Social Care 2021. Data will be retained in accordance with this code and the accompanied retention schedule. |
| **Who we will share the information with (recipients)** | This information is not shared outside of the CCG. |