

**United Kingdom General Data Protection Regulations (UKGDPR) Privacy
Notice
National Highways**

National Highways have fully committed to adherence of the United Kingdom General Data Protection Regulations (UKGDPR) following implementation on the 25th May 2018. In relation to our collection and processing of personal data, please see the below information.

Section 1 – Collection of Data

- 1) National Highways will be the data controller and the contact details for the company are:
 - a) **Data Protection Officer:** Graham Woodhouse
 - b) **E-mail:** DataProtectionAdvice@highwaysengland.co.uk

- 2) The data is being collected for: the analysis, audit and management of the health, safety and environment of National Highways managed network. This includes incidents, accidents, near misses, events, projects and schemes in direct relation to National Highways.

- 3) The data processors, working on behalf of National Highways in relation to this will be; The Health Safety & Wellbeing team which is part of the wider Safety, Engineering & Standards directorate.

- 4) Collected data will be stored within secure electronic records management systems, with the system being dependent on the nature of information. The systems used by National Highways are:
 - The Highways Accident Reporting Tool, which is a web-based Health, Safety and Environment Management system, of which National Highways England has a license to use.
 - SHARE: National Highways secure information storage system, for internal use only.

- 5) Information stored by third parties will be held on;
 - Highways Accident Reporting Tool.
 - The Supply Chain contractors' own incident recording systems (these will be covered by their own UKGDPR requirements/privacy statements) however National Highways reserves the right to request information stored within these.

- 6) The legal authority we have to do this is provided under: The Health and Safety at Work Act (1974) to allow us to collect this data.

Section 2 – Processing of data

In addition to the information referred to in section 1, at the point of collection we will, at the time when personal data are obtained, provide you with the following further information necessary to ensure fair and transparent processing:

- 1) The personal data will be stored with the required retention period, reviewed every 10 years.
- 2) Under UKGDPR you have rights to request information from the company
 - Right of access to the data (Subject Access Request)
 - Right for the rectification of errors
 - Right to erasure of personal data – not an absolute right
 - Right to restrict of processing or to object to processing
 - the right to data portability;
- 3) You have the right to lodge a complaint with a supervisory authority (in the UK that is the Information Commissioners Office)
- 4) For our Supply Chain partners, the provision of this personal data is a contractual requirement (GG128) and you are obliged to provide this information for this requirement to be fulfilled.
- 5) If we are to process the personal data, we hold for a purpose other than that for which it was originally collected then we will provide the you with information on what that other purpose is prior to that further processing taking place. The extra information will include any relevant further information as referred to above including the right to object to that further processing.