

PRIVACY STATEMENT

1. How we gather and use your personal information

Your feedback is being collected by the Home Office to support the Manston Reception Centre planning proposal.

A summary of the feedback received will be part of the material that is submitted to the planning authority. The Home Office and planning authority are the data controllers. This also includes when it is collected or processed by third parties on our behalf. The Home Office's data protection officers can be contacted at DPO@homeoffice.gov.uk

2. Legal basis for processing the data

The Home Office collects and processes personal information to fulfil its legal and official statutory functions. We will only use personal information when the law allows us to and where it is necessary and proportionate to do so.

The Home Office is only allowed to process your data where there is a lawful basis for doing so. We have systems and policies in place to limit access to your information and prevent unauthorised disclosure. Staff who access personal information must have appropriate security clearance and a business need for accessing the information, and their activity is subject to audit and review.

The data protection legislation sets out when we are lawfully allowed to process your data. The lawful basis that applies to this processing is that it is necessary for the performance of a public task (see Article 6(1)(e) of the General Data Protection Regulation).

3. Data retention and security

Your personal data will be held for up to 24 months following the determination of the planning proposal and then securely destroyed, unless it is considered the data can be destroyed earlier. Your feedback and any personal data will be held on a secure Government IT system and shared securely with our external consultants.

4. Your rights, e.g., access, rectification, erasure

You have the right to request access to the personal information the Home Office holds about you. Details of how to make the request can be found at [Personal information charter - Home Office - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/personal-information-charter). You can email the Home Office data protection officer at DPO@homeoffice.gov.uk if you have any questions or concerns about the collection, use or disclosure of your personal information.

In certain circumstances you have the right to object to and restrict the use of your personal information, or to ask to have your data deleted, or corrected.

5. Complaints and more information

If you have any questions or concerns about the collection, use or disclosure of your data, please email the Home Office at info.access@homeoffice.gov.uk.

You have the right to complain to the Information Commissioner's Office about the way the Home Office is handling your data. Details on how you do this can be found at [Make a complaint | ICO](https://www.ico.org.uk/make-a-complaint).