



## **CCFA and ACCT UK Privacy Notice – Data Protection**

### **Who we are and how we use your personal information**

The Combined Cadet Force Association and Army Cadet Charitable Trust UK (formerly The Army Cadet Force Association) are registered charities dedicated to the promotion of the CCF and ACF for the development of cadets and advancing the interests of CCF and ACF Officers and instructors.

We take our commitment to maintaining the privacy and security of your personal data extremely seriously, ensuring that we meet all data protection requirements. We do not pass on any of the information that you give us to any third parties, except in circumstances where such information may be requested by the police to ensure the security of our events.

### **What we collect and why**

The CCFA and ACCT UK will only collect the personal data that is absolutely necessary in order for us to communicate with our work-related contacts and for the purpose of achieving the objectives of the CCFA and ACCT UK.

We do not process any personal data nor pass on this information to any third parties or for profiling purposes.

We will not continue to hold any of your data any longer than is required and we will review all data held annually.

### **How will the information be stored**

Information will be stored on our business IT system through our IT partners. Management and storage of data conforms to ISO/IEC 27001, certificate number IS 670085.

### **Further information**

For further details on the Associations' data protection, privacy, and communications policies please contact:

Combined Cadet Force Association & Army Cadet Charitable Trust UK  
Holderness House  
51 – 61 Clifton Street  
London  
EC2A 4DW

e-mail [enquires@acctuk.org](mailto:enquires@acctuk.org)

You can also contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF

The Combined Cadet Force Association is a registered charity in England, Wales and Northern Ireland (1170994) and in Scotland (SC048021). Army Cadet Charitable Trust UK (formerly known and currently registered as The Army Cadet Force Association, ACFA) is a registered charity in England, Wales and Northern Ireland (305962) and in Scotland (SC039057)