

Criminal Law Solicitors' Association Privacy Notice Cookies & CLSA Events Ltd Privacy Notice & Cookies

Our Privacy Policy

This Privacy Notice explains, in detail, the types of personal data we may collect about you when you interact with us. It also explains how we'll store and handle that data and keep it safe.

We know that there's a lot of information here, but we want you to be fully informed about your rights, and how CLSA uses your data. We hope the following sections will answer any questions you have but if not, please do get in touch with us.

Conditions for Processing Data

We are only entitled to hold and process your data where the law allows us to. The current law on data protection sets out a number of different reasons for which a law firm may collect and process your personal data. These include:

Consent

We may seek your consent when we can collect and process your data (for example, when you tick a box to receive email newsletters). When collecting your personal data, we'll always make clear to you which data is necessary in connection with a particular service.

Legitimate Interests

In specific situations, we require your data to pursue our legitimate interests in a way which might reasonably be expected as part of running our business and which does not materially impact your rights, freedom or interests. This may include to satisfy our external quality auditors or our Regulators.

Legal compliance

If the law requires us to, we may need to collect and process your data. For example, we can pass on details of people involved in fraud or other criminal activity.

When do we collect your data?

We normally collect your data when you provide it to us. You may give us your data by on membership forms; by email; through online web forms; over the telephone; face to face; or by post.

What sort of data do we collect?

We collect your name, contact details, practicing certificate number and details of the police station(s) and courts attended. We may also process some financial information for payment purposes.

How do we use your data?

We only use your data for the purposes of your membership of CLSA and for providing you with information, updates and news. We also use it for processing your membership payment and producing ID cards where requested

How do we protect your data?

We take protecting your data very seriously. With this in mind we will treat your data with the utmost care and take all appropriate steps to protect it. We have clear data protection and information security policies and procedures in.

We protect our IT system from Cyber Attack. Access to your personal data is password-protected, and sensitive data is secured by encryption.

How long will we keep your data?

We only keep your data for as long as is necessary for the purpose(s) for which it was provided. Normally this is for the period of your membership of CLSA. Your details will be archived from your database 12 months after your membership ends and all data will be destroyed 6 years after your membership ends.

Who do we share your personal data with?

We do not share your data with third parties.

Where is your data processed?

Your data is stored and processed within the European Economic Area (EEA). If we ever have to share your personal data with third parties and suppliers outside the EEA we will ensure that it is sent and stored securely and, where appropriate, we will seek your specific consent to do so.

The EEA includes all EU Member countries as well as Iceland, Liechtenstein and Norway.

What are your rights?

You have the right to request:

- Access to the personal data we hold about you, free of charge in most cases.
- The correction of your personal data when incorrect, out of date or incomplete.
- The deletion of your personal data, for example when you withdraw consent, or object and we have no legitimate overriding interest, or once the purpose for which we hold the data has come to an end – though we are not required to delete your data where data where we are required to hold it for complying with our own legal obligations.
- That we stop any consent-based processing of your personal data after you withdraw that consent.

To ask for your information, please contact admin@clsa.co.uk

If we choose not to action your request, we will explain to you the reasons for our refusal.

Your right to withdraw consent

Whenever you have given us your consent to use your personal data, you have the right to change your mind at any time and withdraw that consent.

Where we rely on our legitimate interest

In cases where we are processing your personal data on the basis of our legitimate interest, you can ask us to stop for reasons connected to your individual situation. We must then do so unless we believe we have a legitimate overriding reason to continue processing your personal data.

The Regulator

If you feel that your data has not been handled correctly, or you are unhappy with our response to any requests you have made to us regarding the use of your personal data, you have the right to lodge a complaint with the Information Commissioner's Office.

You can contact them by calling [0303 123 1113](tel:03031231113).

Or go online to www.ico.org.uk/concerns (opens in a new window; please note we can't be responsible for the content of external websites)

Cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to

customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

CLSA Website Disclaimer

Access to and use of the Criminal Law Solicitors' Association web site (www.clsa.co.uk or any sites that lead/point to it) (hereinafter referred to as "this site") is provided by us subject to these Site Terms.

Your use of any part of this site constitutes your acceptance of these Site Terms, which take effect on the date on which you first use this site. We reserve the right to change these Site Terms at any time by posting changes online. You are responsible for regularly reviewing information posted online to obtain timely notice of such changes. Your continued use of this site after changes are posted constitutes your acceptance of the amended Site Terms.

Whilst we endeavour to make this site available 24 hours a day, we shall not be liable if for any reason this site is unavailable at any time or for any period. Access to this site may be suspended temporarily or permanently and without notice. Any information found on this site is intended for general guidance only. If you would like advice specific to your circumstances, please contact us. We may change this site and anything described in it without notice to you.

Whilst we endeavour to ensure that information on this site is correct, no warranty, express or implied, is given as to its accuracy. Except for death or personal injury resulting from our negligence, we shall not be liable for any damages or losses (including, without limitation, damages for loss of business or loss of profits) arising in contract, tort or otherwise from the use of or inability to use this site, or any material contained in it, or from any action or decision taken as a result of using this site or any such material. E&OE

We do not warrant that this site will be compatible with all hardware and software which you may use. Although we may put in place security measures for your protection, we shall not be liable for damage to, or viruses that may affect, any computer equipment, software, data or other property as a result of your access to, use of or browsing of this site or your downloading of any material.

You shall not submit any material or information to us or to this site which is in any respect in breach of any statute, regulation or byelaw of any jurisdiction or which may breach the intellectual rights or privacy or other rights of any third party or which may be defamatory, obscene or indecent.

You shall fully and promptly indemnify us against all damages, proceedings, claims, demands, liabilities, losses, charges, costs and expenses which we may suffer or incur as a result (direct or indirect) of any material, information or data submitted by you to us or to this site.

The CLSA name and logo and all related product and service names, design marks and slogans are our registered European trademarks.

We accept no responsibility for the content of any site to which a link from this site exists. The links are provided "as is" with no warranty, express or implied, for the information provided within them.

IP Addresses

We use IP addresses to analyse trends, administer our site and track your movements whilst on our site. IP addresses do not supply us with personally identifiable data.

Links

Our site may contain links to other sites. Please note that we are not responsible for their privacy practices.

Changes to this privacy statement

We may change this statement at any time by posting revisions on our site. Each time you enter this site, you agree that the privacy statement current at that time shall apply to all data which we hold about you.

Copyright

Unless otherwise stated, the copyright and any other rights in all artwork, pictures, images, graphics, text and materials (together "Materials") on this site and the design, layout, look and appearance of this site are owned by us. You are permitted to use and download such Materials or extracts from this site, subject to all of the following:

- Your use of this site and the Materials on this site is for your information or personal use only. You may not use this site or such Materials for any commercial purpose without our express prior written consent.
- You must not in any way modify any such Materials, except as we expressly permit.
- The Criminal Law Solicitors' Association copyright notice i.e. © Criminal Law Solicitors' Association 2003 or, where indicated, the notice of our suppliers must appear in all electronic or hard copies of any Materials from this site.
- No part of this site or the Materials on it may be reproduced or stored in any form or media without our prior written permission.
- Any rights not expressly granted in these terms are reserved.