

## **GDPR Fair Processing Information**

Courses booked through this site are administered by Humberside Police, working within the Safer Roads Humber partnership.

Any information entered onto the NDORS website whilst registering will be transferred to our on-line booking system in order to carry out your booking. To start this process you or an employee of Humberside Police from our booking team will need to enter your police reference and PIN code. You will also need to confirm the driving licence number that is recorded on the NDORS system.

The national database will be kept up-to-date with your course booking and attendance record.

You or our booking team will need to enter credit or debit card details in order to pay for the course. Humberside Police will only be able to see the last four digits of your payment card number.

## **Retention of your Data**

If you book, whether you attend the course or do not attend, the personal details you provide will be held securely on the Safer Roads Humber booking system for a year, after which they will be anonymised.

If you register your details with NDORS and select Safer Roads Humber as your chosen provider and do not book a course within 5 days your personal information will be removed from our system

If you book a course and then cancel and do not book a further course your personal information will be removed from our booking system within 7 days of the deadline of your attendance.

## **Sharing of Personal Information**

Your personal information will only be used for the processing of your course and will not be used for marketing purposes. We will not share your data with any other third parties unless we are required or permitted to do so by law.

You can access the Humberside Police Privacy Notice here:

<https://www.humberside.police.uk/privacy>