

Privacy Policy – YABA/NPH/YABCA

Effective date: July 2025

Review date: July 2026

YABA/NPH/YABCA (“we”, “us”, “our”) is committed to protecting your privacy and personal information. This Privacy Policy explains how we collect, use, store, and protect personal data when you interact with our programmes, events, services, application forms, or communications.

We handle all personal data in accordance with the **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**.

1. Who We Are

YABA NPH is a community-focused organisation supporting enterprise, leadership, inclusion, and opportunity. We collect and process personal data responsibly and only where it is necessary to deliver our work.

Contact details:

Email: Satvir@yabateam.co.uk – ronan@yabateam.co.uk

2. Information We Collect

We may collect the following information:

- Personal details (name, email address, phone number, address)
- Programme or application information (e.g. Building Aspirations applications)
- Equality, diversity, and monitoring information (provided voluntarily)
- Event registrations and attendance details
- Feedback, survey responses, and evaluations
- Correspondence and communications with us

We do not collect unnecessary data and do not intentionally collect data from children unless required for specific programmes with appropriate safeguards.

3. How We Use Your Information

Your personal data may be used to:

- Process applications and assess eligibility for programmes
- Communicate with you about programmes, events, or opportunities
- Deliver services and community initiatives
- Meet safeguarding, reporting, or funding requirements
- Improve our programmes and services
- Monitor equality, diversity, and inclusion where applicable

We will never use your data for purposes that are unlawful or incompatible with this policy.

4. Lawful Basis for Processing

We process personal data on one or more of the following legal bases:

- **Consent** – where you have clearly agreed
- **Contractual necessity** – to deliver services or programmes
- **Legal obligation** – to comply with the law or safeguarding duties
- **Legitimate interest** – for organisational administration and improvement, where your rights are not overridden

5. How We Store and Protect Your Data

We take appropriate measures to protect your information, including:

- Secure digital storage systems
- Restricted access to authorised personnel only
- Regular review and deletion of data no longer required
- Safeguards to prevent loss, misuse, or unauthorised access

Your data is retained only for as long as necessary for the purpose for which it was collected.

6. Data Sharing

We do **not** sell or trade personal data.

We may share information where necessary with:

- Delivery partners or funders (only where required and lawful)
- Professional advisers (e.g. legal, audit, compliance)
- Statutory or regulatory bodies where there is a legal obligation

All third parties are required to process data securely and lawfully.

7. Your Rights

You have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate or incomplete data
- Request deletion of your data (where applicable)
- Withdraw consent at any time
- Object to or restrict processing in certain circumstances
- Make a complaint to the **Information Commissioner's Office (ICO)**

Requests can be made by contacting YABA NPH using the details above.

8. Cookies and Online Use

If YABA NPH operates online platforms or a website, we may use essential cookies to support functionality. We do not use cookies for intrusive tracking without consent.

9. Policy Review and Updates

This Privacy Policy is effective from **July 2025** and will be reviewed by **July 2026**, or sooner if required due to changes in law or organisational activity. Any updates will be communicated appropriately.



ETHNIC MINORITY
BUSINESS & POLICY
FORUM



10. Contact Us

For privacy-related enquiries, data requests, or concerns, please contact:

YABA NPH

Email: satvir@yabateam.co.uk