Fair Processing Notice for Electronic Monitoring Data

Electronic monitoring subjects receive on induction a Fair Processing Notice (FPN), a copy of which can be obtained using the contact details provided below. Sometimes in the course of its work Electronic Monitoring Systems (EMS) captures data on third parties who are not themselves subject to an electronic monitoring order/licence. Electronic monitoring subjects and third parties possess the same rights in relation to their personal data. Their data is treated in the same way:

* Personal data will be only be processed where there is a lawful reason to do so.
* Personal data will be held securely on the relevant electronic monitoring subject’s record.
* At the end of the relevant electronic monitoring subject’s requirement, personal data will be securely retained and only processed if there is a lawful reason to do so. Any data captured on one order that is relevant to the management of another may be duplicated and retained against the latter.
* Where necessary, adequate, relevant and not excessive, personal data may be shared with criminal justice agencies, including the Police, for law enforcement, or safeguarding purposes. Personal data will also be shared with agencies involved in managing compliance with electronic monitoring orders/licences.
* Personal data may be shared with government departments where necessary, such as in the case of legal proceedings.
* Under Data Protection legislation, all individuals whose data has been captured have a right to:

1) request a copy of the data we hold by writing to:  
  
EMS  
Post Box 170  
Manchester  
M41 7XZ

Or alternatively email: [assurance@ems.co.uk](mailto:assurance@ems.co.uk).

1. request that data we hold about them is corrected if they believe it is incorrect. Please note that if this seeks to correct data provided by another source, such as probation, courts etc. then we will need the express permission of those agencies before we can correct the data they provided.
2. request that we delete or stop using their data.
3. lodge a complaint with the Information Commissioner’s Office, contact details for which are as follows:

Website: <https://ico.org.uk/concerns/> Email: [casework@ico.org.uk](mailto:casework@ico.org.uk)

Telephone: 0303 123 1113.

* The Ministry of Justice (MoJ) is data controller for electronic monitoring data. If you are dissatisfied with the outcome of your request to EMS you may contact the MoJ at the following address:

Electronic Monitoring General Enquiries,

Ministry of Justice,

102 Petty France,

London,

SW1H 9AJ