HM Treasury

Privacy Notice - HMT Tax Alumni Network

Introduction

This Privacy Notice should be read alongside HM Treasury (HMT) Personal Information Charter. The Charter sets out:

- the standards you can expect from HMT when we use your personal information;
- the contact details for our Data Protection Officer;
- how to exercise your Data Protection Information Rights (including access);
- how to exercise your right to complain to the Information Commissioner's Office.

https://www.gov.uk/government/organisations/hm-treasury/about/personal-information-charter

This Privacy Notice supplements the Personal Information Charter and outlines additional information in relation to the HMT Tax Policy Alumni Network.

Data Controller

A data controller makes decisions about processing activities. They exercise overall control of the personal data being processed and are ultimately in charge of and responsible for the processing.

The data controller/s for this processing activity is HMT.

Data Processors

A data processor is an organisation or company that handles personal information on our behalf, following our instructions. Data processors do not use your information for their own purposes; they only process it as directed by us.

As the personal data is stored on our IT infrastructure, it may be accessible to our IT service providers. They will only process this personal data for our purposes and in fulfilment with the contractual obligations they have with us.

Who we process personal data about

The table below outlines the categories of individuals whose personal data we will process in this activity, alongside the types of personal data we will use.

Category of Individual	Types of Personal Data	Special Category Data
Former HMT Tax Staff	Name, current grade/position, grade at time of leaving, previous HMT team, former HMT location, current organisation/role, date of move, personal contact email address, tax experience/skills area, tax qualifications/exams, HMT contact.	N/A

Source of Your Personal Data

Personal data of the individuals listed above will be collected in the following ways:

- Directly from former HMT tax staff who voluntarily join the Tax Policy Alumni Network and provide their details through a registration form or other contact method.
- Indirectly from HMT Directors and Deputy Directors who nominate former tax staff for inclusion in the network and provide their contact details to the network administrator.

Purpose and Lawful Basis

We will process your personal data for the following purposes and using the specified lawful bases:

Purpose	Lawful Basis	Further Information
To establish, maintain and administer the HMT Tax Policy Alumni Network, including; maintaining contact details, communicating with members, sharing relevant updates, events and professional development opportunities, and	Article 6(1)(e) UK GDPR - Public task. Processing is necessary for the performance of a task carried out in the public interest and in the exercise of HMT's official functions.	HMT processes your personal data to operate the Tax Policy Alumni Network and maintain contact with former tax policy staff. This helps support the development of tax policy capability, retention of professional expertise across the public sector, and

facilitating engagement between HMT and former tax policy staff.		engagement with individuals who have relevant tax policy knowledge and experience.

Who we share your personal data with

Your personal data will only be shared with HM Treasury staff who have a legitimate business need to access it for the purposes of administering, managing and delivering the Tax Policy Alumni Network. This may include the network administrator and relevant HM Treasury officials involved in maintaining membership records, communicating with members, organising network activities, and overseeing the operation of the network.

International Transfers

Your personal data will not be transferred to an international recipient during this activity.

How long we hold your personal data

We will retain your personal data for as long as you remain a member of the Tax Policy Alumni Network and it is necessary for the administration of the network. Membership records are reviewed periodically and will be deleted if you request to leave the network or if the network is closed.

Once your data is no longer required, it will be securely deleted or anonymised.

Automated Decision-Making and Profiling

This activity does not involve automated decision making or profiling. This means that decisions which may affect you are not made solely by automated means without human involvement, and your data is not subject to analysis intended to evaluate or predict aspects such as your behaviour, preferences, or interests.

HM Treasury

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