

Privacy Notice

Coronavirus (Covid-19) - Employees

RYEDALE
DISTRICT
COUNCIL



This Privacy Notice is designed to help you understand how and why Ryedale District Council processes employee personal data in relation to Coronavirus (Covid-19). This notice should be read in conjunction with the Council's Corporate Privacy Notice and other employee privacy notices.

Who are we?

Ryedale District Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR). This privacy notice applies to employees of Ryedale District Council. Ryedale District Council will need to process your information in relation to Coronavirus (Covid-19) in order to provide a duty of care and to effectively function.

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL
01609 53 2526
DPA@ryedale.gov.uk

What personal information do we collect?

For these purposes the Council may collect:

- Name and contact details
- Current job role and responsibilities
- Medical Information, age or any other personal information which would mark a vulnerability to the virus
- Recent history of contacts with other individuals whilst at work or with service users; or any other personal information which could help prevent or trace transmission of the virus.
- Any other personal information which the council is asked to be collected by the relevant health or government authorities to mitigate the risks associated with Coronavirus (Covid-19) this includes health risks, economic risks and social risks.

Why do we collect your personal information?

The Council will collect this information to:

- Provide a duty of care to its employees
- Enable the Council to operate effectively
- Ensure the Council can act effectively to protect the health and wellbeing of the local community

Who do we share this information with?

The Council may need to share this information with organisations such as:

- Central government
- Health authorities
- Relevant partner organisations

How long do we keep your information for?

Information will be kept for as long as necessary for the purposes for which it is processed. The Council will destroy or archive information when the risks from Coronavirus (Covid-19) have been appropriately reduced.

What is our lawful basis for processing your information?

The legal basis the Council relies on will be determined by the specific process. However it is likely that the Council will process this personal data under the legal bases of:

- Article 6(1)(b) - Contract
- Article 6(1)(c) - Legal Obligation
- Article 6(1)(d) - Vital Interests
- Article 6(1)(e) - Public Task

Some of the personal data processed by the Council will be information defined as special category data. Which requires an Article 9 condition to process the Council will be relying on the legal bases:

- Article (9)(2)(b) - Employment, social security and social protection
- Article (9)(2)(c) - Vital interests
- Article (9)(2)(g) - Reasons of substantial public interest (with a basis in law)
- Article (9)(2)(h) - Health or social care (with a basis in law)
- Article (9)(2)(i) - Public health (with a basis in law)

For More information about how the Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).