

# THE RIGHT HONOURABLE SIR ANTHONY HOOPER

## PRIVACY NOTICE

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*Date of last revision: 9 November 2018*

### 1. INTRODUCTION

I am committed to protecting and respecting your privacy. This notice explains how I do so.

Personal data is information relating to natural persons who can be identified or who are identifiable directly from the information in question or who can be indirectly identified from that information in combination with other information.

Personal data is processed if, amongst other things, it is collected, stored, disclosed or disseminated

This Privacy Notice describes:

- Who I am and how to contact me
- What personal data I process
- How I process personal data
- My lawful basis for processing personal data
- How I keep personal data secure
- How and why I share personal data
- How long I will keep personal data for
- Your rights and how to exercise them

### 2. WHO AM I AND HOW TO CONTACT ME

For the purposes of data protection law, I am a “Data Controller”. I am registered with the Information Commissioner’s Office, the UK’s supervisory authority for data protection matters, for the personal data that I process as a consultant. My registered address is Matrix Chambers, Griffin Buildings, Gray’s Inn, London, WC1R 5LN. My registered number is: ZA100911. I can be contacted at this address.

### 3. WHAT PERSONAL DATA I PROCESS

In the course of my business as a consultant, I process personal data of many different types. This may include but is not limited to:

- personal details
- family, lifestyle and social circumstances
- business activities of the person whose personal information I am processing
- services provided
- financial details
- education details
- employment details
- business details

I also process certain sensitive classes of personal data. These include, but are not limited to:

- physical or mental health details
- racial or ethnic origin

- religious or other beliefs of a similar nature
- political opinions
- sexual life
- offences and alleged offences
- criminal and disciplinary proceedings, outcomes, sentences and sanctions

#### 4. HOW I PROCESS PERSONAL DATA

The vast majority of personal data that I collect is provided to me by or on behalf of my clients and by those persons from whom I obtain information relevant to the matter upon which I am being consulted. I also obtain personal data, directly or indirectly, from sources accessible to the public, including subscription services and from criminal or disciplinary investigators or tribunals.

#### 5. MY LAWFUL BASIS FOR PROCESSING PERSONAL DATA

My lawful reasons for processing personal data are: necessary for the legitimate interests pursued by me in the course of my business; or to enable me to fulfil contractual duties, or to take steps to enter into contracts; or to comply with any applicable laws.

In relation to any of the sensitive classes of personal data described above, my processing is necessary for reasons of substantial public interest in connection with legal and disciplinary proceedings; or for the establishment, exercise or defence of legal claims.

#### 6. HOW I KEEP PERSONAL DATA SECURE

I have security measures in place designed to ensure appropriate security for personal data, including protections against unauthorised or unlawful access or processing and against accidental loss, destruction or damage.

Matrix has contractual safeguards in place with its third-party data processors (such as IT systems and software providers) to ensure that personal data is processed only as instructed by Matrix.

#### 7. HOW AND WHY I SHARE PERSONAL DATA

I may share data with: Matrix Chambers Ltd (my data processor), Matrix's third-party data processors where necessary, regulators and my own professional advisers, such as my accountant.

I may also share personal data when it is necessary and proportionate to do so with the following persons or organisations located in the EEA: those who consult me, those persons from whom I obtain information relevant to the matter upon which I am being consulted, those assisting me in the consultation. I may share personal data when it is necessary and proportionate to do so with disciplinary investigators and tribunals whether located in the EEA or elsewhere upon a written request to do so if lawful to share.

#### 8. HOW LONG I WILL KEEP PERSONAL DATA OFR

I shall not keep personal data for longer than is necessary for the purposes set out in this notice.

#### 9. YOUR RIGHTS AND HOW TO EXERCISE THEM

You have the following rights under data protection law, although please note that these rights are subject to certain limitations that exist at law:

- right to be informed about the collection and use of your personal data
- right of access to your personal data, and the right to request a copy of the information that I hold about you and supplementary details about that information – you will be asked to provide proof of your identify and

residential address, and you may be asked to provide further details to assist me in the provision of such information

- right to have inaccurate personal data that I process about you rectified
- right of erasure – in certain circumstances you have the right to have personal data that I process about you blocked, erased or destroyed
- the right to object to, or restrict:
  - processing of personal data concerning you for direct marketing
  - continued processing of your personal data
- the right of portability of your data in certain circumstances.

I will occasionally change this notice and will publish the updated notice on my webpage and announce that changes have been made on it.

If you have a complaint about the way I process your personal data then please contact me at the above address. You have a right to raise a concern with or make a complaint to the Information Commissioner's Office: <https://ico.org.uk/>.

END OF PRIVACY NOTICE