Military Ministries International

Privacy Policy

Citation	Privacy Policy
Person responsible	CE/TL
Comments to	Operations Director
Dates of previous versions	N.A.
Last reviewed/updated	April 2026
To be reviewed/updated	April 2027
Reason for review/update	New policy creation
Person reviewing/updating document	Ops and Media Officer
Source/Author of document	Ops and Media Officer
Implementation of the agreement	

Contact Details: Havelock House, Barrack Road, Aldershot GU11 3NP 01252 311222

Commit to the Lord whatever you do, and he will establish your plans. (Proverbs 16:3)

1 Introduction

Military Ministries International (MMI) is committed to protecting your personal data and respecting your privacy.

This Privacy Policy explains how we collect, use, store and safeguard your personal information when you interact with us, including through our website, events, donations, volunteering, employment, and communications.

2 Who We Are

MMI is the data controller responsible for your personal data.

You can contact us using the following details:

Data Protection Officer

Military Ministries International

Havelock House

Barrack Road

Aldershot

Hampshire

GU11 3NP

Email: headoffice@mmi.org.uk

Telephone: 01252 311222

3 What Is Personal Data?

Personal data means any information relating to an identified or identifiable living individual.

This includes names, contact details, financial information, online identifiers, photographs, and any other information that could identify you.

4 Personal Data We Collect

Depending on your interaction with us, we may collect:

- Identity data (name, title, date of birth, photographs)
- Contact data (address, email, phone number)
- Personal data (marital status, nationality, education and employment history)
- Financial data (bank details, payment card details, Gift Aid information)
- Technical data (IP address, browser type, device information, and information collected via cookies when you visit our website)
- Communications data (records of correspondence, prayer requests, and any preferences you share with us)

5 How We Use Your Data

We process your personal data to:

- carry out MMI's mission and activities
- process donations and Gift Aid
- send you communications you have requested or that may be of interest to you about our operations, events, fundraising activities, campaigns and appeals
- maintain records and accounts
- process employment or volunteer applications
- comply with legal and regulatory obligations
- seek feedback and improve our services.

6 Lawful Bases for Processing

6.1 Our obligations

As data controllers we will comply with our legal obligations towards you to: keep any personal data we hold on you up to date; to store and destroy it securely; not to collect or retain excessive or unnecessary amounts of data; to keep your personal data secure; to protect it from loss, unauthorised access, misuse and disclosure.

6.2 Lawful bases

Under UK GDPR law (based in the **Data Protection Act 2018** and the **Data (Use and Access) Act 2025)**, we rely on the following lawful bases:

- Consent - The individual has given clear consent for you to process their personal data for a specific purpose.
- Legitimate interests - Processing is necessary for your legitimate interests or the legitimate interests of a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject.
- Legal obligation - Processing is necessary for compliance with a legal obligation to which the data controller is subject.
- Contractual necessity - Processing is necessary for a contract you have with the individual, or because they have asked you to take specific steps before entering into a contract.
- **Vital Interests**: Processing is necessary to protect someone's life.
- **Public task**: The processing is necessary for you to perform a task in the public interest or for your official functions and the task or function has a clear basis in law.

6.3 Withdrawing consent

Where we rely on consent, you may withdraw it at any time.

7 Sharing Your Data

7.1 Confidentiality

We treat your personal data as confidential. We will only share your data when required by law, when necessary for the performance of our tasks or after gaining your consent. In these instances we would share it with, trusted service providers, professional advisers, partner organisations where appropriate (e.g. AFCU), and regulatory authorities.

7.2 Third-party security

All third parties are required to respect the security of your data.

8 International Transfers

8.1 General principle

It is not envisaged that your personal data will be transferred to any party who is not an AMCF/MMI employee or organiser outside of the UK, but if this needs to be done, your consent will be sought beforehand.

8.2 Equivalent protection

Any electronic personal data transferred to countries or territories outside the UK will only be placed on systems complying with measures giving equivalent protection of personal rights, either through international agreements or contracts approved by the UK or the EU.

8.3 Website access

Our website is accessible from overseas, so on occasion some personal data (for example content published in a Newsletter) may be accessed from overseas.

9 Data Retention

9.1 Principle

We retain personal data only for as long as necessary and in line with our data protection policy.

9.2 Financial records

Financial records are generally retained for at least 7 years to comply with HMRC requirements.

9.3 Other records

Certain records may be retained longer where legally required .**9.4 Indicative retention periods**

As a guide, we typically retain non-financial personal data as follows:

- Supporter and prayer-link contact data: while the relationship is active and for up to 2 years after last contact, unless you ask us to delete it sooner
- Volunteer and employment records: for the duration of the engagement and for 6 years after it ends
- Website and cookie data: as set out in our cookie notice, typically no more than 24 months.

10 Data Security

We implement appropriate technical and organisational security measures, including secure IT systems, restricted access controls, secure storage, and staff data protection training.

11 Data Breach Notification

Where a personal data breach is likely to result in a risk to your rights and freedoms, MMI will notify the Information Commissioner's Office (ICO) within 72 hours of becoming aware of the breach. Where the breach is likely to result in a high risk, we will also notify you directly without undue delay. All staff and volunteers are required to report any suspected data breach to the Operations Director immediately.

12 Your Rights

Under UK data protection law, you have the right to:

- be informed of your rights as a data subject through this privacy notice
- access your personal data
- correct inaccurate data
- request erasure
- restrict processing
- object to processing

- data portability
- withdraw consent
- lodge a complaint with the supervisory authority.

13 Marketing and Communications

You can ask us to stop sending you marketing or fundraising communications at any time by contacting the Operations Director using the details in Section 2, or by following the unsubscribe link included in any of our emails. We will continue to send you essential service communications (for example, in relation to a donation, volunteer role, or legal obligation) unless you ask us not to.

14 Automated Decision Making

MMI does not currently carry out automated decision-making or profiling.

15 Cookies

Our website may use cookies to ensure functionality and analyse usage. You can manage cookies through your browser settings.

16 Children's Data

We do not knowingly collect personal data from children under 13 without parental consent. Safeguarding and appropriate data protection measures apply to youth activities.

17 Complaints

If you are dissatisfied with how we handle your data, please contact us first using the details in Section 2.

You may also lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office

Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Telephone: 0303 123 1113

Website: https://ico.org.uk

18 Changes to This Policy

We may update this Privacy Policy from time to time.

The latest version will always be available on our website.

This agreement was ratified on:
And will be reviewed annually
Signed by the *Chair of Trustees* or *CE/TL* (*delete as appropriate*)
Reviewed and updated by: