



Privacy Notice – Next of Kin and Emergency Contact Details

This section will detail what personal information One Vision Housing collect about you and use if one of our tenants nominates you as next of kin and/or an Emergency Contact.

What personal data will we collect?

Personal data, or personal information, means any information about a living individual from which that person can be identified. It does not include data where the identity has been removed (anonymous data).

“**Identity Data**” includes first name, maiden name, last name, username or similar identifier, title and date of birth.

“**Contact Data**” includes correspondence address, email address and telephone numbers.

What will we use your personal data for?

We will use your personal data to contact you in case of emergency.

Legal Justification

OVH process next of kin and emergency contact details for the purpose of legitimate interests. It is in the legitimate interests of the tenant concerned and the data subject (next of kin/emergency contact) to contact them if an emergency situation arises.

Retention

The retention of Next of Kin and Emergency Contact Details will be kept in line with the tenancy file retention of 6 years after the end of tenancy.

To view the full version of the OVH Privacy Notice please visit the OVH website at <http://ovh.org.uk/privacy-policy/>