

## Fair processing notice

At Karian and Box, we take the security of data extremely seriously, taking all reasonable steps to ensure that our processes are secure.

We are conducting an employee survey on behalf of NHS England & NHS Improvement (NHSE&I) to enable us to process the responses and provide anonymised reports to the Controller of your data (NHSE&I). The survey will collect opinion and sentiment data, as well as some personal and work-based demographic data. Please rest assured that in the results, your identity will never be revealed and you will not be identifiable - in any way.

To be able to process your data we are required under GDPR to obtain your consent. By filling in the survey, you are providing your consent to process the data. Should you change your mind, you have the ability to leave the survey part way.

As stated above, your responses will be anonymous. Data from this survey may be retained further for research purposes, including using aggregated results for benchmarking. In line with NHS England and NHS Improvement's Corporate Records policies, we will not store reports for any longer than twenty years. All data will be stored on secure server locations within the European Economic Area (EEA). When the retention period of any data has expired, all data and associated media will be rendered unreadable or destroyed according to Karian and Box's Data Handling Policy.

Karian and Box have no plans to share individual or personal data with any other organisations, but should we need to do so in the future, we will seek additional consent from you in advance. You should be aware that as data subjects you have the following rights over your data:

- The right of subject access, also known as a SAR (subject access request)
- The right to rectification
- The right to erasure (right to be forgotten)
- The right to restrict processing
- The right to data portability (where relevant)
- The right to object to processing
- Rights in relation to automated decision making

In the unlikely event that you have a complaint, please contact us on [GDPR@karianandbox.com](mailto:GDPR@karianandbox.com). If you remain unsatisfied with our response, you can also raise the complaint directly with the ICO in a number of ways listed on their website [www.ico.org.uk](http://www.ico.org.uk)