



## **Merseyside Fire and Rescue Authority**

### **Privacy Notice for procuring works, goods and services**

Merseyside Fire & Rescue Authority (MFRA) will process your personal information in relation to the procurement of goods and services.

We need to process your information in relation to the performance of a contract where we procure works, goods and services from you and to comply with a legal obligation in relation to tendering or providing quotations for the supply of goods and services.

As well as using personal information that we have collected from you, we may use data provided by organisations you work for including name, telephone number, email address etc.

We will store your information securely in electronic and paper format for 7 years, after which it will be destroyed securely.

MFRA may share this information securely with other agencies such as HMRC and the Home Office when necessary for the reasons specified above.

You have a right to request access to the information we hold about you, or to request that we correct, erase, restrict processing or transfer your data to another organisation. You can also object to processing.

For further information about this you can contact the Information Management Officer via email [dataprotection@merseyfire.gov.uk](mailto:dataprotection@merseyfire.gov.uk), or by phone on 0151 296 4425.

If you have any concerns about the way we process your data, you can contact the Data Protection Officer via email [debbieappleton@merseyfire.gov.uk](mailto:debbieappleton@merseyfire.gov.uk), or on 0151 296 4402.

Alternatively you have a right to complain to the Information Commissioner's Office.