

Joanna Matthews
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Royal Mail Pension Plan (RMPP) Post Office Section: changes to data privacy from 25 May 2018

Dear Member

This letter explains changes to data privacy regulations and how they affect you. Please take some time to read it carefully.

- New data protection rules are designed to protect all EU citizens from privacy and data breaches and reflect changes in the way we use and share information since the last such regulations were put in place 20 years ago.

Background to changes to data policy

The purpose of the new legislation is to protect all European Union citizens from privacy and data breaches. It replaces the Data Protection Directive of 1995 and reflects advances in online and other digital methods of storing and processing data over the last 20 years. It comes into force on 25 May 2018.

What information do the Trustee and the administrator hold?

The Trustee and the RMPP's administrator hold personal data that you have provided. They need this to be able to administer your benefits under the RMPP (and RMSPS) and to pay your pension. The Trustee, as a "data controller" for data protection purposes, is required to look after your data in accordance with legal requirements. This means that it is responsible for deciding what personal information needs to be processed and the way in which that information is processed.

In processing your personal data, the Trustee may need to pass personal information about you, your dependants and other members and beneficiaries, to the RMPP's administrator, auditors, legal advisers, insurers and such third parties as may be necessary for the purposes of administering the RMPP.

Where to find out more

Details of the types of personal data the Trustee and administrator hold, how they use that information and who they share it with are set out in the Trustee's privacy notice in the Library section of the RMPP's website at www.royalmailpensionplan.co.uk.

The privacy notice also sets out your rights in connection with the personal data held about you by the Trustee, and who to contact if you want to exercise those rights, make a complaint, or generally have any questions. The privacy notice may be updated from time to time. The up to date version can be viewed at, or downloaded from, the RMPP's website – a copy can also be obtained by contacting the Pensions Service Centre.

By email: pensions.helpline@royalmail.com

By phone: **0114 241 4545**

By post: **Pensions Service Centre, PO Box 5863, Pond Street, Sheffield, S98 6AB**

Please remember... It is your responsibility to keep the Pensions Service Centre up to date with any changes in your personal information, including your name, marital status and bank details.

Yours sincerely,



Joanna Matthews

Chair, Royal Mail Pensions Trustees Limited