

Data Protection Notice

When making a complaint under the IDRPs you will be providing personal information about yourself and/or others. This information is known as 'personal data' (because it is personal information about living individuals).

The Trustee of the RMPP is the 'data controller' of all personal data held in respect of the RMPP and, as such, the Trustee is responsible for meeting certain legal requirements under data protection legislation in relation to that personal data.

The Trustee has a legitimate interest in processing this personal information to ensure proper administration of the RMPP, including considering your IDRPs complaint. More information about the way the Trustee processes personal data is available from our website at:

royalmailpensionplan.co.uk.

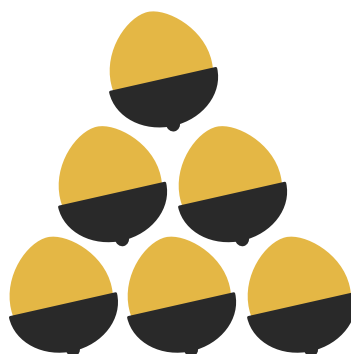
Some of the information you provide may be 'sensitive personal data' (also known as 'special categories of personal data'), because it relates to your health, trade union membership, or relationships with other people and so could relate to your sex life or sexual orientation. If you provide any sensitive personal data about yourself and/or others, the Trustee will usually need your explicit consent in order to process that sensitive personal data.

'Processing' of personal data includes collecting it and storing it, sharing it and using it in relation to handling your IDRPs complaint, as well as erasing it or destroying it.

You have the right to withdraw your consent to the Trustee processing the sensitive personal data specified in your IDRPs complaint at any time. However, if you withdraw your consent, this will not affect the processing of any personal data which took place beforehand.

If you wish to exercise your right to withdraw your consent, or if you have any queries about completing this complaint form, please contact the Pensions Helpline on **0345 603 0043** or **pensions.helpline@royalmail.com**.

If you have provided information about other people, please inform them that you have passed their personal data to the Trustee, and provide them with a copy of this Data Protection Notice. You should also notify them that they can contact the Trustee if they have any concerns about the way that their personal data is being processed.



Your acknowledgement and consent

I consent to the Trustee processing information including sensitive personal data that has been provided to the Trustee about me for the purpose of processing my IDRP complaint.

In giving my consent:

- I confirm that I have read and understood the Data Protection notes set out above before completing and signing this IDRP complaint form.
- I understand that the information I am providing includes my personal data (and possibly includes sensitive personal data). I understand that the Trustee will process the above information for the purpose of considering my IDRP complaint and reaching a decision, and I give my consent to the Trustee to the extent that is required.
- In connection with the RMPP generally, or with its administration of the payment of the benefits to which this IDRP complaint relates, I acknowledge that the Trustee may disclose the information contained in this form to the Trustee's professional advisers (including administrators, actuaries, auditors and lawyers) if the Trustee decides this is necessary. I give my consent to the Trustee doing this to the extent that my consent is required.
- I also understand and acknowledge that the information, including personal data, I am providing will be retained by the Trustee for as long as necessary to enable them to process my IDRP complaint, to deal with any queries that may arise in respect of my benefit under the RMPP or decisions relating to my benefits, and in order to ensure the proper administration of the RMPP.

Your signature

I give my consent to the Trustee processing any sensitive personal data that I have provided in relation to my IDRP complaint. I am a:

- RMPP member/former member/prospective member*
- Dependant or beneficiary of a former member*
- Member's representative/dependant's or beneficiary's representative*

*Select appropriate option

Signed:

Date:

Print

Submit

Reset

