

FALCON CHAMBERS CLIENT PRIVACY NOTICE

1. When members of Falcon Chambers are instructed to provide legal services, they may be provided with personal data about clients and those involved in clients' cases. They may also receive a certain amount of personal data about those instructing them, such as contact details and communications. This notice explains how we process the personal data of clients and instructing solicitors or surveyors.
2. Each barrister, pupil, mini-pupil and member of staff here who comes into possession of information you provide us will keep it confidential, save where authorised to disclose it.
3. The Director of Chambers, the barrister or barristers instructed, and our instructing professional each has a responsibility for deciding what is done with the information and are therefore data controllers for the purposes of data protection legislation. If any issues arise as to the rights of the individual in respect of the information, those persons will together determine the appropriate action to be taken to give effect to those rights.
4. The names and contact details of the Director of Chambers and the members of Chambers are on the Chambers website. If a second pupil six months pupil, their name and contact details will be supplied to the instructing professional at the time instructions are accepted.
5. The purposes for which the information will be used and stored are providing legal services, assisting former clients with information, carrying out conflict checks, enabling us to respond to queries or claims arising from the carrying out of our instructions, and assisting in advising on the law. The period for which the information will be stored will be the period needed to enable those purposes to be fulfilled.
6. The legal bases for storing and using the information are, depending on the circumstances, that it is necessary for one or more of the following: for the performance of a contract to which the individual is party, for compliance with legal obligations to which we are subject, and/or for the purposes of legitimate interests pursued by us or our clients, namely those identified in paragraph 5 above.
7. We will only disclose the information if required to do so in the course of carrying out our instructions.
8. We use data processors such as IT and administrative service providers. They may process personal data on our behalf. This is done on a secure and confidential basis and is governed by contractual measures in accordance with data protection law.
9. Chambers and members of Chambers may store the information on cloud storage services which use servers in the EEA or UK.
10. Individuals have certain rights in respect of information about them, including the right to request access to and rectification or erasure of the information or restriction of the use or storage of information concerning them or to object to the information being used or stored. They also have the right to lodge a complaint with the Information Commissioners Office.