

# 4 STONE BUILDINGS

## PRIVACY POLICY FOR CHRISTOPHER HARRISON

### Introduction

1. Christopher Harrison takes your privacy seriously and is committed to protecting your personal data. He recognises the importance of being clear about how he intends to use your personal data. This Privacy Policy describes the information he collects about you, how it is used and shared, and your rights regarding it.

### Data Controller

2. Christopher Harrison is registered with the Information Commissioner's Office (ICO) as a Data Controller for the personal data that he holds and processes as a barrister, arbitrator and mediator. His registered address is 4 Stone Buildings, Lincoln's Inn, London WC2A 3XT. His registration number is Z4617262.

### Data Collection

3. All personal data collected about you will be recorded, used and protected by him in accordance with applicable data protection legislation. The purpose of processing your personal data is in particular:
  - a. to enable him to provide legal services, advice and representation;
  - b. to enable him to act as an arbitrator and mediator;
  - c. for conflict-checking;
  - d. for use in the defence of potential complaints, legal proceedings or fee disputes;
  - e. to comply with regulatory and legal obligations;
  - f. for keeping anti-money laundering records;
  - g. for exercising a right to a lien;
  - h. for record keeping and administrative purposes;
  - i. to assist in training pupils and mini-pupils;
  - j. to investigate and address your concerns.
  - k. where the data subject is a client, in order to maintain that client relationship;
  - l. for direct marketing;
  - m. to ensure network and information security; and
  - n. to prevent fraud.

4. Where you and he have a contractual agreement that provides that personal data must be provided, you are obliged to provide the personal data and failure to do so will result in his being unable to provide legal services, advice or representation and/or act as an arbitrator or mediator.
5. He may receive personal data about you from third parties. Where he receives your personal data from third parties he shall process your personal data in accordance with this Privacy Policy. He may receive your personal data from a number of sources including from clients, solicitors, counsel, a court or tribunal, witnesses or from publicly available sources.

### **Lawful Basis for Processing**

6. The Lawful Basis upon which your personal data will be processed will include one or more of the following bases:
  - a. your consent where freely given;
  - b. performance of a contract, including undertaking his instructions in a given matter;
  - c. to comply with a legal obligation;
  - d. to protect the vital interests of you or another person;
  - e. to perform a task carried out in the public interest or in the exercise of official authority vested in him; and
  - f. for the legitimate interests of you (as data subject), him (as data controller) or a third party, except where such interests are overridden by the interests, rights or freedoms of you as the data subject which require protection of personal data. The legitimate interests include:
    - i. to enable him to provide legal services, advice and representation;
    - ii. to enable him to act as an arbitrator and mediator;
    - iii. for conflict-checking;
    - iv. for use in the defence of potential complaints, legal proceedings or fee disputes;
    - v. to comply with regulatory and legal obligations;
    - vi. for keeping anti-money laundering records;
    - vii. for exercising a right to a lien;
    - viii. for record keeping and administrative purposes;
    - ix. to assist in training pupils and mini-pupils;
    - x. to investigate and address your concerns.
    - xi. where the data subject is a client, in order to maintain that client relationship;

- xii. for direct marketing;
  - xiii. to ensure network and information security; and
  - xiv. to prevent fraud.
7. He may use automated decision-making in the processing of your personal data.

### **Types of Personal Data**

8. He collects and processes both personal data and special categories of personal data as defined in the General Data Protection Regulation (GDPR), including, but not limited to, your name, job title, profession, email address, phone number, address, company or business details, financial details, bank details, date of birth, device IP address, criminal records, medical records. In each case this personal data is processed in accordance with this Privacy Policy.

### **Recipients of personal data**

9. He may share your personal data with:
- a. courts and other tribunals including arbitral tribunals;
  - b. barristers, solicitors and other legal professionals;
  - c. pupils, mini-pupils and work experience students;
  - d. lay and professional clients;
  - e. witnesses and potential witnesses, including expert witnesses;
  - f. clerks and chambers' staff and administrators;
  - g. his regulatory or legal advisors in the event of a dispute or other legal matter;
  - h. ombudsman and regulatory authorities;
  - i. current, past or prospective employers;
  - j. education and examining bodies;
  - k. professional advisers and trade bodies; and
  - l. third parties:
    - i. where he asks you and you consent to the sharing;
    - ii. if carrying out a legal or regulatory duty;
    - iii. if it is necessary to do so to enforce our contractual rights;
    - iv. to lawfully assist the police or security services with the prevention and detection of crime or terrorist activity;
    - v. where such disclosure is necessary to protect the safety or security of any persons; and/or
    - vi. otherwise as permitted under applicable law.

## **Transfers to third countries and international organisations**

10. He transfers personal data to countries worldwide, including countries which have no adequacy decision of the EU Commission. The transfers to countries with inadequate protection will be undertaken:
  - a. for the purpose of performing the contract with you and/or the contract concluded in your interests;
  - b. because the transfer is necessary for the establishment, exercise or defence of legal claims; and/or
  - c. to protect the vital interests of you or a third party.

## **Mobile devices**

11. Any mobile devices that he uses, such as mobile telephones, tablets and laptops are password protected.

## **Data Retention**

12. His normal retention period is up to 7 years, after which he shall review the personal data he holds. His retention and disposal policy details how he reviews and disposes of data when it no longer needs to be held. He may also from time to time return papers to his instructing solicitors or destroy papers or delete electronic records earlier than the end of the 7-year period, at appropriate points during or after the conduct of a case. He will delete or anonymise your information at your request unless:
  - a. there is or may be an unresolved issue, such as a claim or disputes;
  - b. he is legally required not to; or
  - c. there are overriding legitimate business interests, including but not limited to fraud prevention and protecting clients' safety and security.

## **Your Rights**

13. The General Data Protection Regulation gives you specific rights around your personal data. For example, you have to be informed about the information he holds and what he uses it for, you can ask for a copy of the personal information he holds about you, you can ask him to correct any inaccuracies with the personal data he holds, you can ask him to stop sending you direct mail, or emails, or in some circumstances ask him to stop processing your details. If he does something irregular or improper with your personal data you can seek

compensation for any distress you are caused or loss you have incurred. You can find out more information from the ICO's website [http://ico.org.uk/for\\_the\\_public/personal\\_information](http://ico.org.uk/for_the_public/personal_information) and this is the organisation that you can complain to if you are unhappy with how he deals with you.

14. In particular, you have the right to make a request to:
  - a. access your personal data;
  - b. correct or update your personal data;
  - c. restrict the processing of your personal data; or
  - d. object to the processing of your personal data.
  
15. If you provide consent for him to process your personal data, you have the right to withdraw that consent at any time. This will not affect the lawfulness of processing based on consent before its withdrawal. This will also not affect the lawfulness of processing your personal data under another applicable Lawful Basis listed at clause 6 above.

## **Cookies**

16. Cookies are small text files that are stored on your browser or device by websites, apps, online media, and advertisements. The 4 Stone Buildings Chambers website may use cookies and access certain cookies on your computer to:
  - a. Improve your experience of using the website;
  - b. Improve the range of services; and
  - c. Recognise and count the number of visitors and to see how visitors move around the website when they are using it.

## **Updates to Privacy Policy**

17. Christopher Harrison may occasionally update this Privacy Policy and will publish the updated Policy on his website profile.