

Way of Life.

**TEMPORARY COVID-19
DATA PRIVACY
SUPPLEMENT**

May 2019

In order to best serve the needs of residents, and abide by government guidelines and directions, Way of Life Management are presently asking residents for additional information concerning:

- whether they are suffering from COVID19 or similar symptoms ;
- whether they have been tested for COVID19;
- whether they are currently living, according to government guidance, in self-isolation;
- whether they know that they have been in contact with a person suffering with COVID19

This information is either requested on the FixFlo platform accessed by residents via the tenant portal, or by the management or Concierge staff on site.

Way of Life Management are working to provide additional support to residents at this time and this additional information is designed solely to assist in this.

The information referred to above is retained solely for the purposes of being better able to provide support and assistance to residents in the circumstances of the COVID19 virus pandemic. It is not intended to use this information for any longer than is necessary during the continuance of the COVID19 pandemic in the UK and residents. Residents may request the deletion of any of this information after the end of this pandemic in the UK.

The data regarding tenants referred to above is classified as “Special Category Data” under the Data Protection Acts. It is only required to be retained for so long as social distancing, quarantine or any equivalent measure is in place within the UK. As soon as is reasonably practicable and in any event within 60 days of Government advice that social distancing is no longer required in respect of Coronavirus the Special Category Data will be deleted.

CONTACT DETAILS

We recognise that you may have questions on how we process and/or store your data, or may want to change either the data we hold on you or how we communicate with you in the future.

If you have any questions in respect of this notice, or would like to exercise your rights as a data subject (for example, to correct data or to exercise your right to access):

- Way of Life Management Limited, as data controller, can be contacted as follows: 33, Wigmore Street, London W1U 1QX
- The Data Protection Officer can be contacted at the above address or email at dpo@wayoflife.com

If you are unhappy that we have responded to your query adequately, or if you have a further complaint, The Information Commissioner’s Office can be contacted via <https://ico.org.uk/global/contact-us/....> Or by email accessicoinformation@ico.org.uk

Post: Information Governance department. Information Commissioner's Office

Wycliffe House, Water Lane, Wilmslow. Cheshire SK9 5AF