

How we will use your information

Health & Safety

This privacy information note explains the information the London Fire Brigade ("we") are collecting about you, why we have collected it and how it will be used. This privacy note should be read along with our "General privacy notice" which explains more about who we are, our role in data protection and what rights you have.

Process owner: Health & Safety Services

This notice relates to the following categories of data subject: Employee, Customer/Service user, Member of the Public

Why we are collecting your information

We are collecting your information because you have been involved in a work-related injury (traffic accident or environmental event, near miss, contamination, etc). We need to investigate all incidents in order establish the facts and to identify causes in order to prevent and reduce work-related injuries, damage to appliances and equipment, damage to the environment and to ensure the public is not exposed to harm. Your data will form part of our vital records including accident investigation reports, our Accidents book, and the reporting of certain types of injuries to the Health & Safety Executive under RIDDOR.

What happens if I do not want my information collected?

If you do not want information collected an investigation of the incident will still be conducted, but we may not be able to fully comply with our legal obligations, and we may not be able to assist you with any future claims you make relating to your injury.

You may have a legal duty to co-operate with us when we ask to collect your personal information if you are under a work contract with us.

What information is being collected

The information we are processing falls into the following categories of personal data:

Categories of personal data:

- Personal details
- ID Numbers
- Work details
- Narrative data

Special categories of data:

- Health and Medical

Legal basis for the processing

Before we process your data we need a legal basis for doing so. In this case, the basis for processing your personal data is that it is necessary for purposes relating to our statutory requirements we have as an employer, and as a public authority.

This is covered under the Data Protection laws below:

General Data Protection Regulation (EU) 2016/679 [reference to Article 6.1(b) and (c)]

- It is necessary for the performance of a contract that you are a party to or that we are negotiating with you.
- We need the information to comply with a legal obligation
 - Reference to:
 - Health & Safety at Work Legislation
 - Social Security legislation

And the processing of your special categories of data as a statutory requirement is covered under the Data Protection laws below:

General Data Protection Regulation (EU) 2016/679 [reference to Article 9.2(b) and (g)]

- Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement
 - With reference to Data Protection Act 2018: Ch 2, part 2, 10, and sch 1, pt1, (1)
- Processing is necessary for reasons of substantial public interest which is proportionate to the aim pursued and which contains appropriate safeguards.
 - With reference to Data Protection Act 2018: Ch 2, part 2, 10 and sch 1, part 2, (6)
 - Fire Service Act 2004; Section 11 – Power to respond to other eventualities

How we collect the information about you

We collect the information directly from you and in some cases, depending on whether you are an employee or not, from witnesses to the incident. This includes:

- LFB staff
- Babcock trainer
- Other emergency services
- Occupational Health
- Member of Public

Who we share your information with

We will share your information internally, and In some cases depending on the injury we may share your information with external organisations including the following:

- Health & Safety Executive
- Elected Safety Committee
- Occupational Health
- Babcock

How long we hold your information for

Information recorded in our accident book is kept permanently. We keep occupational health data, accident investigation reports and contamination reports for at least 40 years, under the Health & Safety Executive's record keeping legislation.

Automated decision making

The information we have collected will not be used to make any automated decisions about you.