

Using your personal information

The Police Complaints Commissioner for Scotland (data controller) will share your information with, and obtain information about you from, the policing body you have made your complaint about. We will do this so that the Commissioner can carry out his functions under the Police, Public Order and Criminal Justice (Scotland) Act 2006. We may also share your information with Her Majesty's Inspectorate of Constabulary Scotland (HMICS) if you have already made your complaint to them. We may also use your information for research or training and development purposes.

The Commissioner aims to be as open and transparent as possible and as such we intend to publish the outcome of the Commissioner's review of your complaint(s), **fully anonymised** (i.e. removing names and any characteristics by which you, or those involved in the complaint, can be identified) on the PCCS website: www.pcc-scotland.org. To highlight the work of the Commissioner's office we may feature the Commissioner's decision on your case in a press release. The press release will not identify you or any individual involved in the case.

We will not disclose your personal information to any organisation or person for purposes not specified above, except in exceptional circumstances, for example where we are required to do so by law or where the health and safety of you or others is at risk.

We will keep your personal information secure. We will hold your personal information for no longer than is necessary to carry out the Commissioner's statutory functions.

If you have any questions about how we use your information, contact the PCCS at the details above.

For information on your rights to access information we hold on you, please see: http://www.pcc-scotland.org/about/foi/accessing_information.