

# Driver & Vehicle Agency Fair Processing Notice

Your personal data includes your contact details, your photographic image, driver licence details and payment details, together with any other information we obtain directly from you and from third parties, or as a result of our relationship with you in your capacity as an Approved Training Centre and in providing goods and services to you.

We will use your personal data for the purpose of uploading completed periodic training hours on to the Government's Online database, the provision of an attendance certificate, and for all other purposes connected with the role as an Approved Training Centre in providing goods and services to you.

This information will be shared with JAUPT in order for them to monitor and manage approved centres and the training uploaded to the DVA Online database.

If you would like a copy of the information JAUPT holds about you, please make a request in writing to the following address: 9 Warren Yard, Milton Keynes, MK12 5NW or email [enquiries@jaupt.org.uk](mailto:enquiries@jaupt.org.uk)

