

## **Moray Firth Partnership Privacy Notice for participants in Partnership Activities**

Thank you for supporting the Moray Firth Partnership. The EU's General Data Protection Regulation (GDPR) requires us to inform you about the personal data that we collect and how we use it.

### **Who are we?**

The Moray Firth Partnership is a Scottish company limited by Guarantee and without share capital under Company Number SC196042 and a Scottish Charity under Scottish Charity Number SC028964

### **Our contacts details are:**

The Moray Firth Partnership

Fairways House

Fairways

INVERNESS

Inverness-shire IV2 6AA

Tel: 01463 251727

### **What personal data is collected from activity participants?**

We don't always collect personal data from people who participate in our activities, but if we do it will usually be limited to your name, age and contact details (e.g. address, phone number, email address).

### **How will your personal data be used and handled?**

We use your personal data to disseminate information relevant to the workshop or activity that you participated in and to keep you informed of other activities of the Moray Firth Partnership that might be of interest. We may also use this data to review the take up of activities and share the information with our grant funders to help demonstrate the impact of grants. Paper copies of participant information are filed in our office. Participants' personal data may also be held in electronic form and stored on a secure server.

This Privacy Notice only applies to data collected for the purpose of distributing our eNewsletter. We may hold other data about you (if, for example you are a member of the Moray Firth Partnership). To see all of our Privacy Notices, visit <https://morayfirth-partnership.org/who-we-are/privacy-statement/> page on our website.

### **Why can we do this?**

We rely on your consent to use your personal data in this way. You may withdraw your consent at any time by emailing [info@morayfirth-partnership.org](mailto:info@morayfirth-partnership.org). When emailing, please include details of the particular activity in which you participated to help us locate and remove your data.

## **Other data**

This Privacy Notice only applies to data collected during workshops and other activities of the Moray Firth Partnership. We may hold other data about you (if, for example you have signed up to receive our eNewsletter). To see all of our Privacy Notices, visit (insert link here) page on our website.

## **Your rights**

You can ask to view the personal data that we hold about you at any time. If you believe the information we process on you is incorrect you can request to have it changed or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us to have the matter investigated by emailing [info@morayfirth-partnership.org](mailto:info@morayfirth-partnership.org)

If you are not satisfied with our response or believe that we are processing your data illegally you can complain to the [Information Commissioner's Office \(https://ico.org.uk\)](https://ico.org.uk)