Scotland's Finest Woods - Privacy Policy

To further our activities as an awards organisation we need to hold and 'process' certain personal data related to our judges and applicants.

Use of personal data

The personal data will be used to maintain contact and communicate during each award year. We may publish a list of the winners on our website or in social media or in documents relating to the Scotland's Finest Woods Awards and will only include any information in addition to the name of your forest, wood, project, estate, land holding or business/organisation as relevant with your consent.

Data held

The data that we hold may consist of the following:

- Name
- Business/organisation/home address
- Post code
- Telephone number(s)
- Email address

Legitimate interest or contractual basis

Alternatively, Scotland's Finest Woods may hold your data on a 'legitimate interest' or 'contractual' basis.

Consent basis

By giving Scotland's Finest Woods your consent you are giving us permission to hold and process your personal data for the purposes identified above. We will always tell you why your personal data will be retained and used.

You may withdraw your consent at any time by contacting the Executive Director at Scotland's Finest Woods by email to <u>admin@sfwa.co.uk</u> or by writing to our Registered Office with the address provided on our website at: <u>www.sfwa.co.uk</u>.

Disclosure

Scotland's Finest Woods will not pass on, share or trade your personal data with any person or organisation without first receiving your consent unless for the purpose of the awards process (for example with the judges, trustees, our media specialist or similar parties). Under no circumstances will Scotland's Finest Woods sell your information to third parties or advertisers.

AD v.1 22nd May 2018