



From mountain to sea

Privacy Notice - Kemnay Local Learning Community Partnership (LLCP) Volunteer Award Nominations 2020

The Data Controller of the information being collected is Aberdeenshire Council. The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.
Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- For the processing of nominations and delivery of the Kemnay LLCP local volunteer awards
- For the promotion of the Kemnay LLCP celebration of volunteers event including press release, website promotion and social media

Your information is being collected by Aberdeenshire Council.

The Legal Basis for collecting the information is:

Personal Data	X
Performance of a Contract (The processing of an individual's personal data would be lawful where this is necessary for entering a contract with the individual or for the performance of a contract with the individual.)	

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

- We will be unable to contact you or the nominee and therefore will be unable to be considered for an award.
- We will be unable to assess the nomination fully and will therefore be unable to be considered for an award.



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Your information will be shared with the following recipients or categories of recipient:

Members of the Kemnay Local Learning Community Partnership

- Your contact details including your phone number and email address are being obtained in order that Kemnay Local Learning Community partnership members can contact you regarding your nomination for a volunteering award.
- The names given on the nomination form will appear on the award certificates

The retention period for the data is:

Nomination forms and all your contact details including name, telephone and email address will be retained until 29th May 2020

Please note that you have the following rights:

- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.