

THIS DOCUMENT IS TO BE MADE AVAILABLE TO ANY INTERESTED PARTY ON REQUEST

BADGER FOUND DEAD PRIVACY NOTICE

All Wales Badger Found Dead (AWBFD), operated by Aberystwyth Animal Health Laboratory Ltd, holds some information about you. We take the privacy, including the security, of personal information we hold about you seriously. This privacy notice is designed to inform you about how we collect personal information about you and how we use that personal information. You should read this privacy notice carefully so that you know and can understand why and how we use the personal information we collect and hold about you. This notice does not provide exhaustive detail. However, we are happy to provide any additional information or explanation needed if a request is made. We keep our Privacy Notice under regular review.

1. What We Do

As part of the Welsh Government Bovine TB Eradication Programme, a Contract was awarded to us, to collect badger found dead carcasses for postmortem examination purposes including reporting any suspect illegal interference resulting in the death of any badgers examined.

You can get hold of us in any of the following ways:

- By completing the contact form on our website (<https://www.bfd.wales/>)
- Through email (badger@bfd.wales)
- Telephone on the freephone number 08081695110

2. How We Obtain Your Personal Data

We only have the personal data that you provide us with. This means the personal data that you chose to share when you contact us, which may include your name, address, and contact details.

3. How we use your personal data

We act as a data controller for use of your personal data to locate badgers you have reported. We may use the information if we need to confirm details of the badger carcasses that you report to us. This means that the legal basis of our holding your personal data is for legitimate interest.

Following contact from you we retain your personal data for the period defined by UK General Data Protection Regulation (UK GDPR) legislation alongside the Data Protection Act 2018 (DPA 2018). This enables us to process any complaint you may make. In this case the legal basis of our holding your personal data is for contract administration.

We undertake at all times to protect your personal data, including any contact details, in a manner which is consistent with our duty of professional confidence and the requirements of the UK GDPR concerning data protection. We will also take reasonable security measures to protect your personal data storage.

4. Do you share my information with other organisations?

We will keep information about you confidential. We will only disclose your information with other third parties with your express consent with the exception of the following categories of third parties:

- Welsh Government for analysis of data
- Anyone to whom we may transfer our rights and duties under any agreement we have with you e.g. our drivers and vet practices to collect the badgers on our behalf
- Any legal or crime prevention agencies if we have a duty to do so or if the law allows us to do so (e.g. suspicion of illegal interference or other criminal act)

5. What are your rights?

Every individual has the right to see, amend, delete, or have a copy, of data held that can identify you, with some exceptions. You do not need to give a reason to see your data.

If you want to access your data, you must make a subject access request (SAR) in writing to badger@bfd.wales. Under special circumstances, some information may be withheld. We shall respond within 20 working days from the point of receiving the request and all necessary information from you. Our response will include the details of the personal data we hold on you including:

- Sources from which we acquired the information
- The purposes of processing the information
- Persons or entities with whom we are sharing the information

You have the right, subject to exemptions, to ask to:

- Have your information deleted.
- Have your information corrected or updated where it is no longer accurate.
- Ask us to stop processing information about you where we are not required to do so by law.
- Receive a copy of your personal data, which you have provided to us, in a structured, commonly used and machine-readable format and have the right to transmit that data to another controller, without hindrance from us.
- Object at any time to the processing of personal data concerning you.

We do not carry out any automated processing, which may lead to automated decision based on your personal data.

If you would like to invoke any of the above rights then please write to the Data Controller at badger@bfd.wales.

6. What safeguards are in place to ensure data that identifies me is secure?

We only use information that may identify you in accordance with UK GDPR. This requires us to process personal data only if there is a legitimate basis for doing so and that any processing must be fair and lawful.

Within the veterinary health sector, we also must follow the common law duty of confidence, which means that where identifiable information about you has been given in confidence, it should be treated as confidential and only shared for the purpose of providing direct veterinary healthcare. We will protect your information, inform you of how your information will be used, and allow you to decide if and how your information can be shared.

We also ensure the information we hold is kept in secure locations, restrict access to information to authorised personnel only, protect personal and confidential information held on equipment such as laptops with encryption (which masks data so that unauthorised users cannot see or make sense of it). We ensure external data processors that support us are legally and contractually bound to operate and prove security arrangements are in place where data that could or does identify a person are processed.

AWBFD's is operated by Aberystwyth Animal Health Laboratory Ltd which is registered with the Information Commissioner's Office (ICO) as a data controller and collects data for a variety of purposes. A copy of the registration is available through the ICO website (search by business name).

7. How long do you hold confidential information for?

All records held by the AWBFD will be kept for the duration specified by guidance from the Welsh Government.

8. Complaints

If you have a complaint regarding the use of your personal data then please contact us by writing to the Data Controller at badger@bfd.wales and we will do our best to help you.

If your complaint is not resolved to your satisfaction and you wish to make a formal complaint to the Information Commissioner's Office (ICO), you can contact them on 01625 545745 or 0303 1231113 or write to them at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.