



DATA PROTECTION POLICY

POLICY PREPARED BY: DERMOTT SALES

DATA PROTECTION OFFICER APPROVED AND EFFECTIVE : 23/5/2018

REVIEWED: ON ANNIVERSARY OR SOONER AS REQUIRED

Festivaldelgusto needs to gather and use certain information about individuals. These can include members, interested people, event attendees, suppliers, business contacts and other people the organisation has a relationship with or may need to contact.

Personal information means information which relates to a living individual who can be identified from that information such as names, e-mail addresses, personal home addresses, personal phone numbers, personal bank account details, personal description and photograph, etc. ("Personal Information").

This policy describes how this personal data must be collected, handled and stored to meet the company's data protection standards — and to comply with the law.

Festivaldelgusto ("we", "our", "us") are committed to protecting and respecting Personal Information. We will treat Personal Information securely.

We are the data controller for the purpose of the Data Protection Act 1998 and the General Data Protection Regulation (Regulation (EU) 2016/679) ("Data Protection Legislation").

If you have any questions, comments and requests regarding your Personal Information (including how to object to us processing your Personal Information) please contact:
festivaldelgusto@gmail.com

WHY THIS POLICY EXISTS

This data protection policy ensures Festivaldegusto:

1. Complies with data protection law and follow good practice
2. Protects the rights of supporters, customers, staff and partners
3. Is open about how it stores and processes individuals' data
4. Protects itself from the risks of a data breach

DATA PROTECTION LAW

The Data Protection Act 1998 describes how organisations — including Festivaldegusto— must collect, handle and store personal information. These rules apply regardless of whether data is stored electronically, on paper or on other materials.

To comply with the law, personal information must be collected and used fairly, stored safely and not disclosed unlawfully.

The Data Protection Act is underpinned by eight important principles. These say that personal data must:

1. Be processed fairly and lawfully
2. Be obtained only for specific, lawful purposes
3. Be adequate, relevant and not excessive
4. Be accurate and kept up to date
5. Not be held for any longer than necessary
6. Processed in accordance with the rights of data subjects
7. Be protected in appropriate ways
8. Not be transferred outside the European Economic Area (EEA), unless that country or territory also ensures an adequate level of protection

SHARING YOUR DATA WITH FESTIVALDELGUSTO

The following sections detail the various ways that you can share your data with Festivaldegusto and the personal data collected, the purpose(s) we use the data for and the legal basis for processing your data for the intended purpose(s)

SUBSCRIBING TO FESTIVALDELGUSTO'S EMAIL UPDATES

This section sets out the Personal Information we collect about our subscribers, the purpose(s) we use your Personal Information for and the legal basis for processing your data.

PERSONAL INFORMATION COLLECTED CONTACT DETAILS

1. Your first and last name.
2. Your Email address.

WHAT WE DO WITH YOUR DATA CONTACT DETAILS

1. We use your name so that we can address you personally when we get in contact.
2. We use this to send you our communications (note we are a digital only organisation).

SUBMITTING A CONTACT FORM TO FESTIVALDELGUSTO

This section sets out the Personal Information we collect when you submit a contact us form to Festivaldelgusto, the purpose(s) we use your Personal Information for and the legal basis for processing your data.

PERSONAL INFORMATION COLLECTED CONTACT DETAILS

1. Your first and last name.
2. Your Email address
3. Your Message

WHAT WE DO WITH YOUR DATA CONTACT DETAILS

1. We use your name so that we can address you personally when we respond to your message.
2. Your email address is used to reply to your enquiry. If you have provided your consent, your contact details are also used to provide you with updates on our projects and activities.

SHARING PERSONAL INFORMATION

Depending on the context we may share your Personal Information with the following organisations:

1. 1.Mailchimp a trading name of Rocket Science Group LLP, a company incorporated in Atlanta USA with its registered address at 1526 DeKalb Ave NE, Atlanta, GA 30307 to send you our updates and newsletters.
2. 2.Paypal (UK_ LTD, a company incorporated under the Companies Acts in England (Company Number: 05468033) with its Registered Office address at New Street Square, London, EC4A 3TW to process your payments.

Appropriate contractual agreements are in place to ensure all personal information is stored and processed securely.

DISCLOSING DATA FOR OTHER REASONS

In certain circumstances, the Data Protection Act allows personal data to be disclosed to law enforcement agencies without the consent of the data subject.

Under these circumstances, Festivaldelgusto will disclose requested data. However the data controller will ensure the request is legitimate seeking assistance from the company legal adviser where necessary.

RETENTION PERIODS

We will not hold your Personal Information for any longer than is necessary for the “uses” outlined above, unless we are required to keep your Personal Data to comply with the law and any regulatory requirements. If you do not give us consent to hold data for a specific purpose then we shall delete all your data at the six month anniversary of your last interaction with us.

YOUR RIGHTS

Under the Data Protection Legislation you have certain rights in relation to your Personal Data:

1. You have the right to access the Personal Information we hold about you by making a subject access request in accordance with the Data Protection Legislation. You can make your request to festivaldelgusto@gmail.com
2. You have the right to have your Personal Data rectified if it is inaccurate or incomplete. You can exercise your request by contacting festivaldelgusto@gmail.com
3. You have the right to have your Personal Information deleted.
4. You have the right to restrict the processing of your Personal Information in certain specific circumstances.
5. You have the right to withdraw your consent at any time.

To use your rights, please contact festivaldelgusto@gmail.com

PEOPLE WHO WILL ACCESS YOUR DATA

The individuals who access your data shall be officers of Festivaldelgusto and can be Director, Data Protection Officer, IT Manager and Marketing Manager.

They shall not use or store your data for any purpose which is not outlined above.

DISCLOSURES

When you provide us with personal information you are sharing that information with us alone unless stated otherwise. We will only disclose personal information to successors in title to our business and suppliers we engage to process data on our behalf. We will not share your information with any other third parties, outside of those specified in this policy, unless you opt-in and authorise us to do so.

OTHER WEBSITES

Our website may contain links to other websites which are outside our control and are not covered by this Privacy Policy. If you access other sites using the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours.