Privacy Notice

Unless otherwise stated, British Growers Association, on behalf of Brassica Growers Association is the data controller in respect of all personal data collected which means that we are responsible for ensuring that we do so in full compliance with data protection and all other related privacy laws.

This Privacy Policy explains what information is collected about you, how it is used, and the steps taken to ensure that it is kept secure. We also explain your rights and how to contact us.

The Information we collect and its sources

In order to provide a membership service, we will obtain details including: -

Title and full name to address correspondence

Contact details of the member to forward relevant information relating to your membership

Type of membership to ensure subscriptions are invoiced accordingly

Annual Crop Areas to provide amalgamated data to yourselves and the membership and also to use this for lobbying on your behalf.

We may supplement the information that you provide with other information that we obtain from our dealings with you (such as other events).

Information about other people

If you provide information to us about any person other than yourself, you must ensure that they understand how their information will be used and that you are authorised to disclose it to us, and to consent to its use on their behalf, before doing so.

How we will use your information

All personal information that we obtain about you and/or any other person whose details you provide will be recorded, used and protected by us in accordance with current data protection legislation, our Terms and Conditions and this Privacy Policy. We will primarily use the information: -

- For maintaining membership records
- For general administration
- To communicate with you
- For record keeping purposes
- To provide newsletters and details of relevant opportunities where you have agreed to receive them
- To circulate information relevant to the function of the organisation

Consent and lawful processing of personal data

The legal basis for the collection and processing of your personal data is

For administration of your membership

To ensure compliance with HMRC Rules and Regulations in running the company

In all other cases that it is necessary for our legitimate interests which are to build a membership to encourage collaboration, engagement and communication to promote your produce and does not prejudice or harm your rights as members

Disclosing your personal information

We have appointed other organisations to carry out activities on our behalf. These may include, for example, External Consultants, Providers of Accounting and Administration Services, Auditors, Marketing Organisations and Accreditation companies. In these circumstances we will ensure that personal property if properly protected and that it is only used in accordance with this Privacy Policy.

Management use of your personal information

In order to administer the organisation, we will provide relevant details to the management and supervisory team. These key personnel will also be provided with contact details for each person who is employed and any special needs or medical information that is important to them to know. We only permit managers to use this information to deal with the running of the operation and any medical support purpose. They are not permitted to use it for any other purpose.

Payment Information

If you provide payment card information (for payment of conferences, events etc.) this information will only be available to the payment provider (currently Barclays Bank).

Invitations, Newsletters, Events

We would like to contact you and/or any person whose information you provide to us to invite you to enjoy other services (where you have agreed to us sending them an invitation), to provide newsletters and to tell you and/or them about grower opportunities that are available and about a range of other initiatives or events in a number of ways, including by text message or by email. Details of how to opt-in or to opt-out of receiving newsletters and details of offers are included in the electronic message you receive.

Preferences / Subscribe / Unsubscribe

You and any other person whose information you have provided to us can change your/their mind about whether you wish to receive details at any time by using any of the methods shown below (see the section '**How to contact us**' below) or by following the instructions they receive.

Security

We take the security of personal information seriously. We employ security technology, including firewalls to safeguard information and have procedures in place to ensure that our paper and computer systems and databases are protected against unauthorised disclosure, use, loss and damage.

We only use third party service providers where we are satisfied that they provide adequate security for your personal data.

Data Retention

We will normally keep your personal data for 10 years. If, after this point, you have not taken up any further services, we will keep only minimal personal data. We expect to contact you at least every 2 years to ensure you are still happy to hear from us according to the preferences you have provided to us.

Use of your information outside of Europe

We do not currently transfer personal data outside of the United Kingdom or the European Economic Area. If this changes and we do need to transfer your personal data to other territories, we will take proper steps to ensure that it is protected in accordance with this Privacy Policy and applicable privacy laws.

Changes to this Privacy Policy

Privacy laws and practice are constantly developing and we aim to meet high standards. Our policies and procedures are, therefore, under continual review. We may, from time to time, update our security and privacy policies. If we want to make any significant changes in how we will use your personal data we will contact you directly and, if required, seek your consent.

Updating and Correcting Information

You may update or correct your personal information by contacting us in writing or by email (see the section 'How to contact us' below). Please include your name, address and/or email address when you contact us as this helps us to ensure that we accept amendments only from the correct person. We encourage you to promptly update your personal information if it changes.
If you are providing updates or corrections about another person, we may require you to provide us with proof that you are authorised to provide that information to us.

Your rights

You have a number of legal rights in respect of your personal data. These include:

- **access**. The right to receive a copy of the personal data that we hold about you.
- **withdraw consent to direct marketing**. You can exercise this right at any time and can update your preferences yourself or ask us to do it for you. See section 'Updating and correcting your personal data' above for details.
- **withdraw consent to other processing**. Where the only legal basis for our processing your personal data is that we have your consent to do so, you may withdraw your consent to that processing at any time and we will have to stop processing your personal data. Please note, this will only affect a new activity and does not mean that processing carried out before you withdrew your consent is unlawful.

- **rectification**. If you consider any of your personal data is inaccurate, you can correct it yourself or ask us to do it for you (see section 'Updating and correcting your personal data' above for details).
- **restriction**. In limited circumstances you may be able to require us to restrict our processing of your personal data. For example, if you consider what we hold is inaccurate and we disagree, the processing may be restricted until the accuracy has been verified.

How to contact us

Email: info@loveyourgreens.co.uk

Mail: Data Protection Officer
BGA House
Nottingham Road
Louth
LN11 0WB

Phone: 01507 602427