Aberdeenshire COUNCIL

From mountain to sea

Privacy Notice

NESBReC Biological Recording

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:

- To collect animal and plant species records in Aberdeenshire, Aberdeen City, Angus, Moray and the Cairngorms National Park
- To collect invasive non-native plant records on land that is owned or managed by Aberdeenshire Council, for the purpose of taking action to control these plants

Information	**Usage**
Name	Associated with species record
Email address	Record verification & follow-up if necessary
Phone number (optional)	Record verification & follow-up if necessary

Your information is:

Being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Special categories of personal data		
Consent	The data subject has given explicit ***consent*** to the processing	✓
Legitimate Interests	Processing is necessary for reasons of ***substantial public interest***	✓

	Processing is necessary for reasons of public interest in the area of ***public health***	✓
	Processing is necessary for archiving purposes in the ***public interest***, scientific or historical research purposes or statistical purposes	✓

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

Information	**Shared**
Name	Where applicable: Local Government, The Rivers Trusts, Scottish Invasive Species Initiative, North East Scotland Biodiversity Partnership, National Biodiversity Network, Research Bodies, Conservation NGO's, Local Environmental Records Centres & Biodiversity Recording Groups, NESBReC Data Searches
Email address	Never
Phone number (optional):	Never

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable

The retention period for the data is:

Information	**Retention Period**
Name	Indefinitely
Email address	7 years
Phone number (optional):	7 years

Aberdeenshire COUNCIL

From mountain to sea

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- 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 object, where the legal basis specified above is:
    - Performance of a Public Task; or
    - Legitimate Interests.
- to data portability, where the legal basis specified above is:
    - Consent; or
    - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

I understand that I have the right to withdraw this consent at any time by contacting

nesbrec@aberdeenshire.gov.uk