



FOUNDATION FOR COMMON LAND

Privacy Policy

The Foundation for Common Land (FCL) is committed to protecting and respecting your personal data. You can be assured that we will never sell your data or share it with anyone outside the organisation.

It is important to us that you understand and are happy with how we use your information. This policy explains why we collect information from you, what information we need, how we use it and how we keep it safe.

You can change your mailing preferences at any time either by clicking unsubscribe at the bottom of our emails or emailing us at info@foundationforcommonland.org.uk.

Purpose of this privacy notice

This Privacy notice aims to give you information on how we collect and process your personal data, including any data you may provide through this website when you sign up to our newsletter or attend an event. This privacy notice supplements other notices and is not intended to override them.

Controller:

Foundation for Common Land (FCL) is the controller and responsible for your personal data. If you have any questions about this privacy notice including any requests to exercise your legal rights, please contact on the details below:

Email: info@foundationforcommonland.org.uk.

Phone: 015394 30351

Post: Foundation for Common Land
Low Nook
University of Cumbria
Rydal Road
Ambleside
Cumbria
LA22 9BB

The type of personal information we may collect

We may currently collect and process the following information:

- Your name
- The name of your group or organisation
- You address
- Your email address
- Your telephone number
- Your bank account details

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Sign up to an online webinar
- Sign up to our mailing list
- Register to or attend an in person event
- Contact us for advice or help
- We work with you on an issue
- Invoices or reclaiming expenses
- Sign up to use a service we are providing

We use the information that you have given us to keep you informed of our work, events and issues on commons. We use your personal data to help us organise the sort of activities that you like to come to, and to keep you informed about those activities and to enable FCL and its service providers to provide you with the services you select. Whenever you provide such personal information, we will treat that information in accordance with Privacy Policy, be assured that we will never sell your data or share it with anyone outside the organisation.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest
To register you as a new customer	(a) Identity (b) Contact	Performance of a contract with you
To process and deliver your order including: (a) Manage payments, fees and charges (b) Collect and recover money owed to us (c) Paying our suppliers	(a) Identity (b) Contact (c) Financial (d) Transaction (e) Marketing and Communications	(a) Performance of a contract with you (b) Necessary for our legitimate interests (to recover debts due to us)
To make suggestions and recommendations to you about information or services that may be of interest to you	(a) Identity (b) Contact	Necessary for our legitimate interests (to develop our communication /services),

How we store your personal information

We have put in place appropriate security measures to ensure your information is secure. Preventing your personal data from being used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those who have a business need to know.

How long will you use my personal data for?

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

Your data protection rights

You can change your mailing preferences at any time either by clicking unsubscribe at the bottom of our emails or emailing us at info@foundationforcommonland.org.uk. Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you. Please contact us at mail: info@foundationforcommonland.org.uk.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at:

Foundation for Common Land

mail: info@foundationforcommonland.org.uk.

Phone: 015394 30351

Post: Foundation for Common Land

Low Nook

University of Cumbria

Rydal Road

Ambleside

Cumbria

LA22 9BB

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>