**AFBI Privacy Notice Survey of Young Farmers Attitudes to Farm Safety**

|  |  |
| --- | --- |
| Data Controller Name: AFBIAddress: 18a Newforge Lane, Belfast, BT9 5PXTelephone: 028 90255636Email: info@afbini.gov.uk  | Data Protection Officer Name: Glenn MontgomeryTelephone: 028 90255494Email:foi.officer@afbini.gov.uk  |

**Why are you processing my personal information?**

The data in this questionnaire is being collected by the Agri-Food and Biosciences Institute of Northern Ireland (AFBI) for scientific research and statistical purposes to explore your attitudes and views in relation to farm safety.

The information provided in this survey is being used to enable AFBI to undertake its **public task** of delivering an evidence base for the Department of Agriculture, Environment and Rural Affairs (DAERA) around ways to improve the safety of young farmers.

It is also being used by the Young Farmers’ Clubs of Ulster (YFCU) to identify areas where they can support young farmers with the aim of improving farm safety.

AFBI takes data protection and freedom of information issues seriously. You will not be asked for your name, contact details or farm business ID and we will not collect your IP address, nor use the data you provide to attempt to identify you. The data collected in the questionnaire will be used for scientific research and statistical purposes only and will be treated in accordance with the requirements of the General Data Protection Regulation.

**Where do you get my personal data from?**

We will get all of your personal data (i.e. your opinions, views and experiences) directly from you by way of what you enter into the survey via the interactive link shared with you in YFCU correspondence. AFBI use Snap survey software to collect the data in a secure online format, the data will be held in UK only servers (UKFast) where it is encrypted at rest and in transit; the data centres are also ISO27002:2013 certified.

**Do you share my personal data with anyone else?**

The data from the Snap survey application will be shared with the YFCU. The summary results from the survey will be shared with DAERA and the Health and Safety Executive (NI) in other scientific research and statistical outputs. You will not be directly identified by any of the results published/presented.

**Do you transfer my personal data to other countries?**

We will not transfer your personal data to any other country.

**How long do you keep my personal data?**

Data that is inputted via the Snap Survey website is held in backup for fourteen weeks after closure of the survey and AFBI deleting it from the webhost account.

Once the project is completed, AFBI will reserve the right to retain the data indefinitely for long-term scientific research and statistical purposes under the derogations contained within Schedule 2, Part 6 of the UK Data Protection Act 2018. Where this is the case, appropriate technical and organisational measures will be in place to ensure the security of your data and respect for your privacy.

**What rights do I have?**

1. Access (Article 15, GDPR)

You have the right to obtain confirmation that your data is being processed, and request access to your personal data by contacting foi.officer@afbini.gov.uk (refer to <https://www.afbini.gov.uk/access-information>);

1. Rectification (Article 16, GDPR)

You are entitled to have personal data rectified if you believe what we hold is inaccurate or incomplete - please contact us on info.gov@afbini.gov.uk;

1. Erasure (‘right to be forgotten’) (Article 17, GDPR)

If you provided your personal data to us either under a contract or with your consent, you have a right to request to have your personal data erased and to prevent processing where your data is no longer required to fulfil the purpose for which is was collected, or where you have withdrawn your consent. Please be aware however, that under GDPR, we are able to continue to process your data if the erasure of such would render impossible or seriously impair the achievement of the objectives of the purposes for which is was collected (i.e. delivering of our public task or scientific research or statistical analysis).

1. Restriction (Article 18, GDPR)

You have the right to restrict or suppress our processing of your personal data, if you consider the data to be inaccurate or being processed unlawfully by us.

1. Data Portability (Article 20, GDPR)

Where you have provided your personal data to us either under a contract or with your consent, or we process your data using automated means, you have the right to receive the data from us in a structured, commonly used and machine-readable format, and we will transfer this to another organisation at your request;

1. Objection (Article 21, GDPR)

You have the right to object to the processing of your personal data if we use it for the purposes of delivering our public task or legitimate interests; however, we retain the right to continue to process the data for scientific research or statistical purposes if this is being carried out for reasons of public interest.

1. Automated decision-making/profiling (Article 22, GDPR)

You have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects on you, unless you have provided your personal data under a contract or with your explicit consent.

We have published a guide to Citizen’s Rights under GDPR/Data Protection Act 2018 which you can access here to get further information: <https://www.afbini.gov.uk/publications/afbi-guide-citizens-rights-under-gdprdata-protection-act-2018>

**How do I complain if I am not happy?**

**If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, please contact AFBI’s Data Protection Officerat*:***

***AFBI HQ, 18a Newforge Lane, Belfast, BT9 5PX;*** *foi.officer@afbini.gov.uk*

**If you are still not happy, you have the right to lodge a complaint with the Information Commissioner’s Office (ICO):**

**Information Commissioner’s Office**

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113

Email: casework@ico.org.uk

<https://ico.org.uk/global/contact-us/>