**Food and Workplace Safety – Privacy Notice**

**The reasons why we process your data:**

* Food hygiene or health and safety inspections.
* Complaints received from members of the public.
* Infectious disease notifications received.
* Riddor notification and investigations.
* Register details of food premises and business owner.
* Applications and registration for skin piercing.

**How we collect your data:**

* Telephone calls
* Online form
* Manual forms
* Email

**The lawful basis for processing your data:**

* Public Task

**The type of personal data we process:**

* Name
* Contact details
* Occupation
* Address
* Date of birth
* Next of Kin

**Special (Sensitive) category data:**

* Health information

**Lawful Basis for Processing Special Categories of Personal Data:**

Reasons of substantial public interest (with a basis in law)

**Processing of personal data relating to criminal convictions and offences:**

Criminal offence data will be processed under additional conditions within schedule 1, Part 3 of The Data Protection Act 2018, Paragraph 36 - extension of substantial public interest

**Sharing your data:**

* Other council departments
* Other local authorities
* Food Standards Agency
* Health and Safety Executive
* Thames Valley Police
* UK Health Security Agency

**Automated decision making :**

Non-Applicable

**How long we keep your data:**

6 years

For prosecution cases where we feel the information may be required for legitimate reasons then we will keep the information for as long as is required.

40 years for asbestos management records