

Bank of England Regional Agencies' Events Management Privacy Notice November 2018

Information we collect

By this form, or through a request from you by email, the Bank of England collects personal data about you. This information includes your professional contact details and any special requirements relating to your participation in this event (as provided).

Why we need your personal data

We collect your personal data to host, manage and coordinate attendance at this event, and to provide you with access to the event premises in accordance with applicable security requirements.

It is in our legitimate interest to process your personal data as part of promoting understanding of the Bank's unique role, fostering better working relationships and providing educational materials to firms and the general public.

If you provide us with any information that could be considered of a special category (for example, information to make special arrangements for building access), we process this data with your consent. You may withdraw your consent at any time by emailing Agencies-Privacy@bankofengland.gsi.gov.uk.

What we do with your personal data

We use the information to prepare and co-ordinate the event, including managing access to the premises. We may also contact you with any queries, or additional updates about the event. We may use your data to invite you to future events, and to assess and better manage future events.

Your name and organisation may also be included on an attendee list which may be circulated to participants. Please let us know if you have any concerns about this.

Where we hold events jointly with other organisations, such as a Chamber of Commerce, we may share attendance information restricted to event co-ordination only.

If the event is hosted at an external location, your full name will also be shared with that organisation to facilitate your access to the building. For some events, background security checks may also be undertaken to ensure the security of event attendees.

We use a third party provider, WorldAPP Inc, based in the United States, to provide the online registration tool. WorldAPP Inc participates in, and has certified its compliance with, a recognised EU-U.S. privacy framework. For more information about WorldAPP Inc's security practices and privacy policy visit keysurvey.com/privacy-policy/.

Photos may be taken at the event, and subsequently used as part of our awareness activities. Please let us know if you would prefer not to be photographed.

We will keep your registration data for 5 years from your last interaction with us. We will retain photographs for as long as is necessary to support our ongoing awareness activities.

Your rights

You have a number of rights under data protection laws. For example, you have the right to ask us for a copy of the personal data the Bank holds about you. This is known as a 'Subject Access Request'. You can ask us to change how we process or deal with your personal data, and you may also have the right in some circumstances to have your personal data amended or deleted.

To contact us about those rights, including making a request for the personal data we hold about you or to make a complaint, please see our website at <http://www.bankofengland.co.uk/privacy> or write to us at:

The Privacy Team
Bank of England
Threadneedle Street
London
EC2R 8AH

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO).

Your rights

The Bank's Data Protection Officer can be contacted via the details above and you can also find out more about how the Bank deals with your personal data via the 'Privacy' link at the bottom of our website (www.bankofengland.co.uk).