



Llywodraeth Cymru
Welsh Government

PUBLICATION

Forestry branch: privacy notice

This notice informs you about our use of information you have provided to forestry branch.

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Welsh Government Forestry Branch stakeholder privacy notice including the National Forest for Wales Programme

Your privacy is important to us and in line with the UK General Data Protection Regulations (UK GDPR) we have developed a Privacy Notice that covers why we collect and use your information. This privacy notice ensures that your personal data will be processed fairly and lawfully and in a transparent manner.

Who will have access to your data

The collected information will be accessible by Welsh Government Forestry Branch and Welsh Government system technical administrators who support the I.T. system. System technical administrators will not use your details in any way. We will share only your name, work email address, details of your employer or the organisation you represent or scheme application forms and supporting documents with forestry colleagues in Natural Resources Wales who may send and share information relating to meetings, engagement events and consultation exercises with you. NRW's Privacy Notice can be found here: [Natural Resources Wales / Privacy notice](#)

Why we collect and process the data collected

This data is processed to help Welsh Government fulfil its public task and exercise its official authority in accordance with Section 60 of the Government of Wales Act 2006. We collect information about you to:

- Maintain a stakeholder contact list
- Send and share information relating to meetings, engagement events and

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consultations

- Arrange meetings and hospitality appropriately
- Capture your comments and feedback
- Process schemes and grants
- Share and build knowledge around forestry development

What information is being collected?

- your name
- your work email address
- your employer/organisation you represent
- your mobile or work phone number
- details of your woodland site

How long are your details kept

Your details will be retained on our systems in line with Welsh Government retention policy for up to 10 years as part of our ongoing delivery of Welsh Government policy objectives.

Your rights

Under the data protection legislation, you have the right:

- to access the personal data the Welsh Government holds on you;
- require us to rectify inaccuracies in that data
- to (in certain circumstances) object to or restrict processing
- for (in certain circumstances) your data to be 'erased'
- to lodge a complaint with the Information Commissioner's Office (ICO) who

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is our independent regulator for data protection

Information Commissioner's Office:

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: 01625 545 745 or 0303 123 1113

Website: www.ico.org.uk

The Freedom of Information Act and your Information

The Freedom of Information Act 2000 and the Environmental Information Regulations 2004 allow the public to ask to see information held by public bodies, including the Welsh Government. The information you provide us may be the subject of a freedom of information request by another member of the public. We would consult with you to seek your views before responding to such a request.

Changes to this policy

The Welsh Government may make changes to this privacy policy at any time. Changes will be posted here and are effective immediately. When changes occur to this policy we will contact you on the email address we have recorded in

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your account to enable you to review the new version.

If you wish to contact Welsh Government in relation to your rights under data protection legislation then you can contact the Welsh Government Data Protection Officer:

Data Protection Officer
Welsh Government
Cathays Park
CARDIFF
CF10 3NQ

Email: DataProtectionOfficer@gov.wales

You can email the Forest Policy mailbox or National Forest for Wales mailbox on any related matters:

polisicoedwigaeth.forestrypolicy@gov.wales
nationalforestwales@gov.wales

This document may not be fully accessible.

For more information refer to our [accessibility statement](#).

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