



Beacon Awards' General Data Protection Regulation (GDPR) Privacy Notice

AoC Charitable Trust will be the 'Data Controller' of the personal data you provide to us in your application for a Beacon Award.

The AoC Charitable Trust will only collect basic personal data about you, including name, role and designation, organisation you work for, email, and telephone number.

Why we need your data

The processing of your personal data is for AoC Charitable Trust's legitimate interests to enable it to manage your application(s) and to maintain contact with you throughout the shortlisting and final selection processes.

After the awards, successful applicants will also be required to provide future prospective applicants with advice and guidance to assist them with their submissions. This information sharing will be managed and controlled through the AoC Charitable Trust.

We will not collect any personal data from you that we have no need for in processing your application(s).

What we do with your data

Your personal data is processed by relevant AoC staff in the UK. This data is located and stored on servers managed by AoC's IT Services' contractor, who act as AoC's data processor and are compliant with the provisions of the GDPR.

Your personal data will not be shared with third parties, apart from Beacon Awards' assessors, and, if successful, with the TES, with whom the Beacon Awards are announced and celebrated.

We have a Data Protection policy in place to oversee the effective and secure processing of your personal data. This policy can be found on AoC's website <https://aoc.co.uk>

How long we keep your data

We will retain your basic personal data as follows:-

- Personal data in unsuccessful applications will be retained for three months after the longlisting and shortlisting process has been completed. Thereafter, it will be securely deleted.
- Finalists' personal data will be retained for three years. Thereafter it will be securely deleted.

What are your rights

If at any point you believe the information we process on you is incorrect, you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact AoC's Data Protection Officer DPO@aoc.co.uk

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

<https://ico.org.uk/>