Rainbow Revelry privacy notice

This privacy notice tells you what to expect us to do with your personal information.

- <u>Contact details</u>
- What information we collect, use, and why
- Lawful bases and data protection rights
- Where we get personal information from
- How long we keep information
- Who we share information with
- Sharing information outside the UK
- How to complain

Contact details

Email

contact@rainbowrevelry.lgbt

What information we collect, use, and why

We collect or use the following information to **provide services and goods, including delivery**:

- Names and contact details
- Addresses
- Website user information (including user journeys and cookie tracking)
- Information relating to compliments or complaints

We also collect or use the following information to **provide services and goods, including delivery**:

- Racial or ethnic origin
- Health information
- Sexual orientation information

We collect or use the following information for **the operation of customer accounts and guarantees**:

- Names and contact details
- Addresses
- Account information, including registration details
- Information used for security purposes
- Marketing preferences

We also collect or use the following information for **the operation of customer accounts and guarantees**:

- Racial or ethnic origin
- Health information
- Sexual orientation information

We collect or use the following information for **service updates or marketing purposes**:

- Names and contact details
- Addresses
- Marketing preferences
- Location data
- Purchase or viewing history
- IP addresses

- Website and app user journey information
- Information relating to sponsorship
- Records of consent, where appropriate

We collect or use the following information for **research or archiving purposes**:

- Names and contact details
- Addresses
- Location data
- Purchase or viewing history
- IP addresses
- Website and app user journey information
- Personal information used for administration of research
- Personal information used for the purpose of research
- Records of consent, where appropriate

We also collect or use the following information for **research or archiving purposes**:

- Racial or ethnic origin
- Health information
- Sexual orientation information

We collect or use the following information to **comply with legal requirements**:

- Name
- Contact information

We collect or use the following information for **recruitment purposes**:

- Contact details (eg name, address, telephone number or personal email address)
- Date of birth
- Employment history (eg job application, employment references or secondary employment)
- Education history (eg qualifications)

We also collect or use the following information for **recruitment purposes**:

- Racial or ethnic origin
- Health information
- Sexual orientation information

We collect or use the following personal information for **dealing with queries, complaints or claims**:

- Names and contact details
- Address
- Account information
- Purchase or service history
- Witness statements and contact details
- Relevant information from previous investigations
- Customer or client accounts and records
- Information relating to health and safety
- Correspondence

Lawful bases and data protection rights

Under UK data protection law, we must have a "lawful basis" for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR. You can find out more about lawful bases on the ICO's website.

Which lawful basis we rely on may affect your data protection rights which are in brief set out below. You can find out more about your data protection rights and the exemptions which may apply on the ICO's website:

- Your right of access You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. You can read more about this right here.
- Your right to rectification You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. You can read more about this right here.
- Your right to erasure You have the right to ask us to delete your personal information. You can read more about this right here.
- Your right to restriction of processing You have the right to ask us to limit how we can use your personal information. You can read more about this right here.
- Your right to object to processing You have the right to object to the processing of your personal data. You can read more about this right here.
- Your right to data portability You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. You can read more about this right here.
- Your right to withdraw consent When we use consent as our lawful basis you have the right to withdraw your consent at any time. You can read more about this right here.

If you make a request, we must respond to you without undue delay and in any event within one month.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

Our lawful bases for the collection and use of your data

Our lawful bases for collecting or using personal information to **provide services and goods** are:

- Consent we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Legitimate interests we're collecting or using your information because it benefits you, our organisation or someone else, without causing an undue risk of harm to anyone. All of your data protection rights may apply, except the right to portability. Our legitimate interests are:
 - We may use Positive Action (as defined & permitted in the Equality Act) to ensure opportunities and services are provided to members of the LGBTQIA+ community. The organisation\'s key goal is to empower queer creators so applicants for opportunities, grants, services etc. may be asked to confirm they are a member of the LGBTQIA+ community. We also work to ensure under-represented creators within the LGBTQIA+ community gain access to opportunities so may collect information on class, race, gender or disability to ensure our services are empowering all areas of our community.

Our lawful bases for collecting or using personal information for **the operation of customer accounts and guarantees** are:

- Consent we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.

Our lawful bases for collecting or using personal information for **service updates or marketing purposes** are: • Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.

Our lawful bases for collecting or using personal information for **research** or archiving purposes are:

- Consent we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Legitimate interests we're collecting or using your information because it benefits you, our organisation or someone else, without causing an undue risk of harm to anyone. All of your data protection rights may apply, except the right to portability. Our legitimate interests are:
 - We may use Positive Action (as defined & permitted in the Equality Act) to ensure opportunities and services are provided to members of the LGBTQIA+ community. The organisation\'s key goal is to empower queer creators so applicants for opportunities, grants, services etc. may be asked to confirm they are a member of the LGBTQIA+ community. We also work to ensure under-represented creators within the LGBTQIA+ community gain access to opportunities so may collect information on class, race, gender or disability to ensure our services are empowering all areas of our community.

Our lawful bases for collecting or using personal information for **legal requirements** are:

- Consent we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Legal obligation we have to collect or use your information so we can comply with the law. All of your data protection rights may

apply, except the right to erasure, the right to object and the right to data portability.

Our lawful bases for collecting or using personal information for **recruitment purposes** are:

- Consent we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.

Our lawful bases for collecting or using personal information for **dealing** with queries, complaints or claims are:

• Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.

Where we get personal information from

- Directly from you
- Publicly available sources
- Suppliers and service providers

How long we keep information

Data	Retention Period
Applicant information for	6 months after closing date.
competitions/opportunities	
Email addresses of current/former	Indefinitely (users may delete their own
subscribers	accounts on Ghost CMS)
Third Party Suppliers / Partner contact details	5 years after last project close date.
Volunteer application details	6 months after application.
Volunteer contact details	5 years from date of leaving the organisation.
Discord or in-game logs including account,	Indefinitely for record keeping/moderation &
IP details.	maintaining ban lists.

Who we share information with

Data processors

Microsoft

This data processor does the following activities for us: Microsoft provide our email, database, CRM and general IT systems. Our forms collecting data are processed through their Microsoft365 service.

Ghostie Media

This data processor does the following activities for us: Ghostie Media are our partner organisation and Rainbow Revelry is currently a project organised by Ghostie Media. They maintain the 365 Tenant for Rainbow Revelry and their name may appear on forms but this privacy policy is a shared one between Ghostie Media & Rainbow Revelry.

Magic Pages

This data processor does the following activities for us: magicpages.co host our Ghost CMS. Accounts registered through our CMS are processed by them. They have a list of sub-processors in their own Data Processing Agreement: <u>https://www.magicpages.co/legal/data-processing-</u> <u>agreement/</u>

Mailgun Technologies Inc

This data processor does the following activities for us: Manages our bulk email/newsletter sending.

Others we share personal information with

- Organisations we're legally obliged to share personal information with
- Emergency services
- Publicly on our website, social media or other marketing and information media

- Suppliers and service providers
- Other relevant third parties:
 - We may share your contact details with third parties involved in providing services such as editing, hosting, marketing etc., This will always be shared with your consent and the providers of services identified during the registration process for opportunities., We encourage participants to check the third parties listed in each opportunity and verify their privacy protections before entering.

Sharing information outside the UK

Where necessary, we may transfer personal information outside of the UK. When doing so, we comply with the UK GDPR, making sure appropriate safeguards are in place.

For further information or to obtain a copy of the appropriate safeguard for any of the transfers below, please contact us using the contact information provided above.

Organisation name: Magic Pages

Category of recipient: CMS Hosting Provider

Country the personal information is sent to: Germany

How the transfer complies with UK data protection law: The country or sector has a UK data bridge (also known as Adequacy Regulations)

Organisation name: Mailgun Technologies Inc

Category of recipient: Mailing list\/bulk email delivery

Country the personal information is sent to: United States

How the transfer complies with UK data protection law: The country or sector has a UK data bridge (also known as Adequacy Regulations)

How to complain

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Helpline number: 0303 123 1113

Website: <u>https://www.ico.org.uk/make-a-complaint</u>

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