

# Privacy notice - Honours and Awards

Information on our Honours and Awards privacy policy, why we require data, what we do with the data and your rights.

## Purpose and lawful basis of processing

The Food Standards Agency is what is known as the 'Controller' of the personal data provided to us. The personal information we hold on you consists of: title; name; address; date of birth; nationality; gender; and ethnicity. The Food standards agency obtains this information from within the organisation.

We need to collect this information for the purpose of providing the Cabinet Office with a full citation of the individual being nominated for an honour. We do this in line with the performance of our statutory duties.

We will not collect any personal data on you which we do not need.

## How and where we store your data and who we may share it with

We retain personal information only for as long as necessary to carry out these functions, and in line with our retention policy. Contact details will be held for 6 years from receipt.

For more information on [How and where we store your data and who we may share it with](#) see our Personal Information Charter.?

## International transfers?

For more information on international transfers, please see the [International transfers?section](#) in our Personal Information Charter.?

## EU citizens

For more information on EU Citizens Privacy Notice, please see the [EU citizens section](#) in our Personal Information Charter.?

## Your rights

For more information on your rights, please see the [Your rights section](#) in our Personal Information Charter.?

## Contact us?

If you have any queries concerning this Privacy Notice, your personal information or any questions on our use of the information, please email our Data Protection Officer in the FSA, who is the Information Management and Security Team Leader using the address below.?

