

# Privacy notice - Invitations and circulation of information about FSA Board meetings

Information on our FSA board meeting privacy policy, why we require data, what we do with the data and your rights.

The Food Standards Agency will be what is known as the 'Controller' of the personal data provided to us.

## Purpose and law basis of processing

We need to collect this information for the purpose of inviting stakeholders and members of the public to attend or observe the FSA live streamed Board meetings. The FSA is committed to openness and transparency in all of its policymaking. For this to be meaningful, we need stakeholders and members of the public to be present during the discussions, to make points and ask questions.

We do this in line with the performance of our public task and in the public interest.

We will not collect any personal data from 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 until you inform us that you no longer wish to receive information on FSA Board meetings and records of correspondence will be retained for 5 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.

For information on how we might use and share data as part of our risk monitoring function, see the [Monitoring and Evaluation of Risks section](#) in 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.