

Privacy notice - UK wine producers

Information on UK Wine Producers: why we require your data, what we do with it and your rights.

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

What information we collect

We collect your business ownership name, company name, contact name, ownership address and vineyard address, if different.

Vineyards are obliged as a legal requirement to submit their information. We collect this data at registration.

Additional information submitted will be collected annually on a WSB21 form and be collected on behalf of DEFRA as part of the legal requirement of collecting production returns stating volumes, types and if making wine, a contact wine maker.

We collect other information for our stakeholders and these all have a bespoke winestandard board WSB reference number assigned to them. These businesses are bottling plants, bonded warehouses, shippers, importers, cash and carry wholesale premises and wine merchants.

Why we need it

We need to collect this information for the purpose of our Wine Standards data base. We register a wine business and issue a Wine Standards Board (WSB) registration number to that business. We also collect this information for annual production returns. We do this in line with the performance of our statutory duties as part of our public task. We will not collect any personal data from you which we do not need.

Providing us with this information is a statutory requirement and failure to provide the information could result in production returns not being completed or business not being registered.

We also collect the information in regards to yearly required production returns and these are collected on request of DEFRA.

We may also analyse this information along with other information we hold about you and information we have obtained from public and/or private sources for the purpose of helping us evaluate risk. We do this in line with the exercise of official authority vested in us under the Food Standards Act and the performance of a task carried out in the public interest.

What we do with it

We retain personal information only for as long as necessary to carry out these functions, and in line with our retention policy. This means that this information will be retained for 5 years from receipt.

All the personal data we process is located on servers within the European Union. Our cloud based services have been procured through the government framework agreements and these

services have been assessed against the national cyber security centre cloud security principles.

No third parties have access to your personal data unless the law allows them to do so. In line with this commitment your information may be shared with DEFRA the wine policy lead. The Food Standards Agency will sometimes share data with other government departments, public bodies, and organisations which perform public functions to assist them in the performance of their statutory duties or when it is in the public interest. We may also share the data as part of risk evaluation and analysis with public bodies or other organisations, such as Trading Standards and Port Health Authorities, for the same reasons.

In addition, we use or work with contractors and other third-party service providers, such as IT service providers, who will process your personal data on our behalf. These third parties are our data processors and can only process your personal data on our instruction or with our agreement for a specified purpose to enable us to maintain, improve and provide our services in order to fulfil our public task.

What are your rights?

You have a right to see the information we hold on you. If at any point you believe the information we process on you is incorrect you can request to have it corrected. You may have other rights, including the right to restrict processing and the right to object to processing. If you wish to exercise any of your rights or raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer.

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

Our Data Protection Officer in the FSA is the Information Management and Security Team Leader who can be contacted at the following email address.