



Department for
Business, Energy
& Industrial Strategy

Privacy Notice for Commercial Rents Arbitration – Arbitration Referral Form

This notice sets out how we will use your personal data, and your rights. It is made under Articles 13 and/or 14 of the UK General Data Protection Regulation (UK GDPR).

Your data

We will process the following personal data:

- Age
- Gender
- Ethnicity.

We will also process any other personal information you volunteer about yourself.

Purpose

By filling in monitoring data this will help the Department for Business, Energy and Industrial Strategy (BEIS) understand the impact of the Commercial Rent (Coronavirus) Act 2022. The results will be used to inform the ongoing monitoring and evaluation process of the Act. We want to ensure that the impact on businesses and individuals is correctly evaluated.

Legal basis for processing

Personal Data

The legal basis for processing your personal data is Consent. You consent to us doing so. By filling in Section H of the form, you give permission for BEIS to circulate anonymous insights, summary reports or analytical products using aggregated data from this survey across the UK Government. Additionally, your anonymous insights may be used to inform the development of future policies of the UK Government.



Special Category Data

The Legal basis for processing Special Category Data is Article 9 of the UK GDPR (g) 'Reasons of substantial public interest (with a basis in law)'. The substantial public interest conditions are set out in paragraphs 6 to 28 of Schedule 1 of the DPA 2018. In this case, the following paragraphs apply:

- 6. Statutory and government purposes
- 8. Equality of opportunity or treatment

Note: Special Category Data is: personal data revealing racial or ethnic origin; personal data revealing political opinions; personal data revealing religious or philosophical beliefs; personal data revealing trade union membership; genetic data; biometric data (where used for identification purposes); data concerning health; data concerning a person's sex life; and data concerning a person's sexual orientation

Recipients

Your personal data will be recorded by [the arbitration body] and shared and retained by Department for Business, Energy, and Industrial Strategy. This information will only be shared more widely, if we are required to do so by law, for example by court order or to prevent fraud or other crime.

As your personal data will be stored on our IT infrastructure it will also be shared with our data processors Microsoft and Amazon Web Services.

Retention

Personal information will be stored for a maximum of three years, while anonymised data may be stored indefinitely.

Only anonymised data will be shared outside of the project team within HMG. During analysis, this information will be recorded in tandem with any published arbitration awards.

Automated decision making

Your personal data will not be subject to automated decision making.

Your rights



You have the right to request information about how your personal data are processed, and to request a copy of that personal data.

You have the right to request that any inaccuracies in your personal data are rectified without delay.

You have the right to request that any incomplete personal data are completed, including by means of a supplementary statement.

You have the right to request that your personal data are erased if there is no longer a justification for them to be processed.

You have the right in certain circumstances (for example, where accuracy is contested) to request that the processing of your personal data is restricted.

You have the right to object to the processing of your personal data where it is processed for direct marketing purposes.

You have the right to object to the processing of your personal data.

You have the right to withdraw consent to the processing of your personal data at any time. If you would like to withdraw your consent for data processing, or provide any feedback or comments on the survey, please contact one of the following:

Martin Gunther (Martin.Gunther@beis.gov.uk)

Jessica Barnaby (Jessica.Barnaby@beis.gov.uk)

Charles Mccall (Charles.Mccall@beis.gov.uk)

You have the right to request a copy of any personal data you have provided, and for this to be provided in a structured, commonly used and machine-readable format.

International Transfers

As your personal data is stored on our IT infrastructure, and shared with our data processors Microsoft and Amazon Web Services, it may be transferred and stored securely outside the UK and European Economic Area. Where that is the case it will be subject to equivalent legal protection through the use of Model Contract



Clauses.

Complaints

If you consider that your personal data has been misused or mishandled, you may make a complaint to the Information Commissioner, who is an UK independent regulator. The Information Commissioner can be contacted at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

0303 123 1113

casework@ico.org.uk

Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.

Contact Details

The data controller for your personal data is the Department for Business, Energy & Industrial Strategy (BEIS). You can contact the BEIS Data Protection Officer at:

BEIS Data Protection Officer

Department for Business, Energy and Industrial Strategy

1 Victoria Street

London

SW1H 0ET

Email: dataprotection@beis.gov.uk

This engagement is conducted by the Services Directorate of Department for Business, Energy & Industrial Strategy (BEIS).