
PRIVACY NOTICE

1. Scope

All data subjects whose personal data is collected, in line with the requirements of the EU's General Data Protection Regulation (GDPR). Under the GDPR, personal data is defined as:

"any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person".

2. Privacy notice

2.1 Who are we?

This is the All-Party Parliamentary Group on Infant Feeding and Inequalities (hereafter referred to as "the APPG" or "the Group"). The aim of the group is to raise awareness of infant feeding and allow MPs, Peers and policy stakeholders an opportunity to meet regularly to ensure that this topic remains a priority for the UK Government, with a view to reducing inequalities and improving health. The Chair and Registered Contact of the Group is Alison Thewliss MP, whose office provides administrative and support services to the APPG.

As Chair and Registered Contact of the APPG within the House of Commons, Alison Thewliss MP (referred to in this Privacy Notice as "she", "her", "we", "our" or "us") is the Data Controller under the GDPR. This privacy notice sets out how we process personal data about members of the APPG (referred to in this Privacy Notice as "you" or "your").

Contact details are as follows:

- Office address: 33 London Road, Glasgow, G1 5NW
- Parliamentary office address: House of Commons, London, SW1A 0AA
- Email: alison.thewliss.mp@parliament.uk
- Telephone number: 0141 552 7117
- Mobile phone number: 07825451152
- Website: www.infantfeedingappg.uk

The Group was reconvened on 18th July 2017 and is formally registered with the UK Parliamentary Commissioner for Standards. The Group's registration is available on the [UK Parliament website](#). The Group's activities are governed by the UK Parliament's Rules on All-Party Parliamentary Groups, which are referred to throughout this document and are available [here](#).

PRIVACY NOTICE

2.2 Why do we need your personal information?

The All-Party Parliamentary Group on Infant Feeding and Inequalities requires details of its members in order to comply with requirements laid out in the UK Parliament's Rules on All-Party Parliamentary Groups. These requirements include the publication of a membership list of the group, which must be made available to anyone who requests it.

The All-Party Parliamentary Group on Infant Feeding and Inequalities will, from time to time, send out notifications of future meetings, inquiries and campaigns being run by the Group and its members. In order to do this, the APPG Chair requires contact details (such as email addresses, telephone numbers and postal addresses) to enable efficient contact from the Chair of the APPG and its members.

The All-Party Parliamentary Group on Infant Feeding and Inequalities will, from time to time, run inquiries and other campaigns which are pertinent to the APPG's aims and objectives. Personal information may be collected in the course of such inquiries and campaigns in order to carry out research, take action to further the aims of the Group and scrutinise the UK Government on areas pertinent to the Group's interests.

2.3 What types of personal data do we collect and process?

The personal data we would like to collect and process from you may include:

Personal data type:	Source (where Alison Thewliss MP obtained the personal data from if it has not been collected directly from you)
Name	
Organisation	
Postal address	
Email address	
Telephone number	

2.4 How will we use your personal data?

The personal data we collect will be used for the following purposes:

- Recording of the personal data on a membership list, in order to comply with the Rules on All-Party Parliamentary Groups.
- Where you have opted-in to receive such information, to send newsletters and other forms of electronic marketing communication via email.
- Where you have participated in a campaign or inquiry organised by the APPG, to send updates and carry out research tasks based on the information you have provided.

2.5 Lawful basis

PRIVACY NOTICE

The GDPR sets out a number of lawful bases under which personal data can be processed. We will always ensure that we have a lawful basis for processing your personal data. This will be one of the following bases:

- **Consent** - With your explicit consent. You can withdraw your consent at any time by contacting the Chair of the APPG, Alison Thewliss MP, using the contact details provided above.

2.6 Disclosure

The APPG contracts third party providers to provide data processing services on behalf of the Group. Details of the third party providers which process personal data on behalf of Alison Thewliss MP, and for whom a data sharing agreement has been made, is available below.

Third country (non-EU)/international organisation	Safeguards in place to protect your personal data
MailChimp	<ul style="list-style-type: none">• Alison Thewliss MP has a data processing agreement with MailChimp.• Access to data collected and processed for the newsletter and other electronic marketing communications is password-protected and only available to staff members authorised to write and send such communications on behalf of Alison Thewliss MP.• MailChimp is signed up to the EU-US Privacy Shield.

2.7 Retention period

Alison Thewliss MP, as Chair of the APPG on Infant Feeding and Inequalities, will store your personal data for as long as the APPG remains formally registered with the UK Parliament and as long as Alison Thewliss MP serves as the Chair of the Group. Parliamentary terms are expected to last 5 years under the Fixed-Term Parliaments Act 2011. Following a general election, an Annual General Meeting for the Group will be held to elect office bearers, in line with the UK Parliament Rules on All-Party Parliamentary Groups.

Should Alison Thewliss MP decide not to contest a future election, or leave office early as a result of resignation or death, or decline to stand for election as Chair of the All-Party Parliamentary Group on Infant Feeding and Inequalities, your data will be held for up to 2 months whilst her office is wound up and/or an Annual General Meeting for the APPG is held. During that two month period, you will be contacted for instructions on what you wish to do with your data; unless we hear from you otherwise, any data held about you will be securely destroyed at the end of the two month period.

PRIVACY NOTICE

2.8 Your rights as a data subject

At any point while we are in possession of or processing your personal data, you, the data subject, have the following rights:

- **Right of access** – you have the right to request a copy of the information that we hold about you.
- **Right of rectification** – you have a right to correct data that we hold about you that is inaccurate or incomplete.
- **Right to be forgotten** – in certain circumstances you can ask for the data we hold about you to be erased from our records.
- **Right to restriction of processing** – where certain conditions apply to have a right to restrict the processing.
- **Right of portability** – you have the right to have the data we hold about you transferred to another organisation.
- **Right to object** – you have the right to object to certain types of processing such as direct marketing.
- **Right to judicial review:** in the event that the office of Alison Thewliss MP refuses your request under rights of access, we will provide you with a reason as to why. You have the right to complain as outlined in section 2.9 below.

All of the above requests will be forwarded on, should there be a third party involved (as stated in section 2.6 above) in the processing of your personal data.

2.9 Complaints

In the event that you wish to make a complaint about how your personal data is being processed by the office of Alison Thewliss MP, or how your complaint has been handled, you have the right to lodge a complaint directly with the supervisory authority and with Alison Thewliss MP.

The details for each of these contacts are:

	Supervisory authority contact details	Data controller contact details
Contact Name:	Information Commissioner's Office	Alison Thewliss MP
Address line 1:	Wycliffe House	33 London Road
Address line 2:	Water Lane	
Town/city:	Wilmslow	Glasgow
Postcode:	SK9 5AF	G1 5NW
Website:	https://ico.org.uk/	www.alisonthewliss.scot

PRIVACY NOTICE

Email:	https://ico.org.uk/global/contact-us/email/	Alison.thewliss.mp@parliament.uk
Telephone:	01625 545 745	0141 552 7117