

## OFFICIAL

For further details on how we collect, use, share and store personal information along with how you can exercise your rights you can read our [general privacy notice](#) and our [privacy statement](#) on our website.

**Specific processing purposes and legal basis, etc:** - Accreditation for UEFA EURO 2020 Host City Activities (Staff, Volunteers, Artists, Contractors and Security Stewards)



### **(controller) who we are:**

Glasgow Life, the operating name of Culture and Sport Glasgow, is the controller of personal information collected by us that is necessary for our processing purposes. See [contact us](#) for details of our data protection officer.



### **Specific (purposes) why do we need your personal information and what do we do with it?**

This privacy notice specifically applies to Glasgow Life's accreditation purposes involving the personal data of staff, volunteers, artists, contractors and security stewards for UEFA EURO 2020 Host City Activities.

We also use your information to verify your identity where required, contact you by post, email or telephone and to maintain our records.

### Accreditation (security pass issuance):

The information processed is for accreditation purposes to process and issue you a security pass and to validate and verify your identity to access authorised or restricted areas or zones.

The information collected for these purposes are your name, organisation, email address, and photograph.

We use your personal data to:

- Contact you as and when necessary regarding your accreditation for UEFA EURO 2020 Host City role or services you will provide; and
- Carry out our legal obligations to which Glasgow Life is subject (e.g. to ensure safety and security at UEFA EURO 2020 Host City Event)



### **Specific (sharing) who do we share your information with?**

- We need to share your information with law enforcement, regulatory or statutory bodies where required or permitted by law

To provide the service to you, we need to use other organisations as processors to provide the systems we use and services we provide. We put legal safeguards in place to ensure these processors only act on our written instructions and do not use your personal data for their own purposes. Additionally, see International transfers below.



### International transfers

All of UEFA EURO 2020 Host City Activities accreditation personal data processed by Glasgow Life is held within the UK with data stored and backed up on secure Amazon Web Servers based in London.

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### Specific (legal basis) for using your information:

We rely on the following:

- performance of a contract (or to take steps to enter into a contract) with you; and
- legal obligation to which Glasgow Life is subject

Some of the above legal bases for processing will overlap and there may be several grounds which justify our use of your personal or sensitive information.

You can see a summary of how **your rights** are implemented for each **legal basis** used at: [www.glasgowlife.org.uk/privacy-rights](http://www.glasgowlife.org.uk/privacy-rights)



### (more information):

The retention period for accreditation is 3 months after UEFA EURO 2020 Host City Event. Details of retention periods for different aspects of your personal information are available in our Records Retention Schedule which is available from [www.glasgowlife.org.uk/rrs](http://www.glasgowlife.org.uk/rrs). You can find more details about how we handle your personal information at: [www.glasgowlife.org.uk/privacy](http://www.glasgowlife.org.uk/privacy). If you need help in another format e.g. large print, braille or audio, please ask a member of staff, contact us or visit: [www.glasgowlife.org.uk/accessibility](http://www.glasgowlife.org.uk/accessibility)



### (contact us):

You can contact our data protection officer about any data protection matter by post at this address: c/o Data Protection, GCC, City Chambers, George Square, Glasgow G2 1DU, United Kingdom; by email at: [dataprotection@glasgow.gov.uk](mailto:dataprotection@glasgow.gov.uk); and by telephone on: 0141 287 1055.

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