

## Privacy Terms and Conditions

The Promoter (Calor Gas Ltd) is the data controller for personal data processed for the purpose of the Fund and is subject to the General Data Protection Regulation (the ‘GDPR’) and the Data Protection Act 2018. The Promoter’s full Privacy Statement can be found at [www.calor.co.uk/privacy](http://www.calor.co.uk/privacy). The data is also controlled by Crowdfunder, the fundraising platform utilised to administer the Community Fund, whose Privacy Policy can be found at <https://www.crowdfunder.co.uk/privacy-policy>.

The Promoter is committed to being transparent about how it collects and uses personal data.

The Promoter will use personal information collected as part of the Calor Rural Community Fund (“the Fund”). Information will be collected when users open a Calor Rural Community Fund account; to register for notifications, to make an application or support.

The Promoter will use personal data for the following purposes:

### **For all registered users:**

1. administering the Fund, application, supporting and award processes;
2. registering accounts on our website;
3. to verify identity and account registrations and to prevent duplicate accounts;
4. communications and notifications about the Fund with registered applicants and supporters;
5. to prevent potential fraud or any other misuse of the Fund or Calor’s website
6. communications about Community fund activity
7. communications about Calor news and offers if a user has opted in
8. audience and project profile analysis to help improve and promote the fund in the future

We process your name, email address and IP address. If you choose to share more personal information on Crowdfunder, we would not normally process this information, save to prevent fraud or comply with our legal obligations.

### **For “project applicants”**

1. assessing application eligibility and conducting due-diligence;
2. ensuring compliance with Calor’s policies and requirements;
3. shortlisting finalists;
4. promotion of nominated organisations and projects;
5. communications about specific project activity e.g. crowdfunding;
6. notifications of finalists and winners;
7. processing grant awards;
8. promotion of winning organisations and projects and any follow up case studies or success stories;

In addition to the categories of information we process for all registered users, we also process the address you supply, phone number, job title, financial data, correspondence and relevant personal information available publicly about you or your organisation to enable us to make our decision. We may process information about your connections to organisations, political views or religious or philosophical beliefs or publicly available criminal records, where they may relate to your application.

## For “supporters”

1. registering supporters accounts on our website;
2. processing and registering support;
3. communications about Calor news and offers if a user has opted in.
4. audience and project profile analysis to help improve the fund in the future

In addition to the categories of information we process for all registered users, we may process your aggregate project supporting information.

Personal data will not be used for other purposes outside of the Fund unless a user has asked to receive Calor news and offers. Where a user has opted in personal details will be used to provide communications about Calor news & offers and users can opt out at any time by logging into their account and editing their details.

The Promoter will only share data with third parties where it has a legal basis for doing so and if necessary to administer the voting, application or funding process.

The Promoter has a legitimate interest in processing this information: to ensure that we can consider applications and appropriately administer the Fund.

The Promoter has considered the impact of our processing on users and we are satisfied that we have taken sufficient steps to protect personal information, any impact of processing is minor and is necessary to process applications, support and make grant awards.

Personal data will be kept securely and it will be retained and permanently destroyed in accordance with Calor’s privacy statement.

### **Under the Data Protection Laws, users have the following rights:**

- **Request access** (commonly known as a “subject access request”): This enables users to receive a copy of their data and to check that we are lawfully processing it;
- **Request correction:** User can ask us to correct any incomplete or inaccurate data we hold about them.
- **Request erasure:** Users can ask us to delete or remove their data in certain circumstances, for example, if they consider that there is no good reason for us continuing to process it. Users also have the right to ask us to delete or remove personal data where they have exercised the right to object to processing (see below).
- **Object to processing:** Where we are relying on our legitimate interests (or those of a third party) and there is something about a user’s particular situation which makes them want to object to processing on this ground. Users also have the right to object where we are processing data for direct marketing purposes.
- **Request the restriction of processing:** This enables users to ask us to suspend the processing of their data, for example if they want us to establish its accuracy or the reason for processing it.
- **Request the transfer:** users can request the transfer of their data to another party.

If you wish to withdraw your application, please email [calorcommunityfund@crowdfunder.co.uk](mailto:calorcommunityfund@crowdfunder.co.uk)

If a user wishes to exercise any of their rights, or if they have any questions, comments or concerns about how the Promoter uses or handles personal data they can contact Calor's Privacy Officer using the following contact details:

By Email at: [PrivacyOfficer@calor.co.uk](mailto:PrivacyOfficer@calor.co.uk)

By Post to: Data Privacy Officer

Calor Gas Ltd, Athena House, Athena Drive, Tachbrook Park, Warwick, CV34 6RL

V3 16/1/2020