



Isle of Man
Government

Reiltys Eilan Vannin

Department of Environment, Food and Agriculture

Rheynn Chymmyltaght, Bee as Eirinys

Curraghs Wildlife Park Privacy Notice

The Data Controller

The Department of Environment, Food & Agriculture (DEFA) is the controller for information managed by the Curraghs Wildlife Park and is registered with the Information Commissioner.

Definitions

- “Personal data” means 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.
- “Processing” means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;
- “Controller” means the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.
- “Processor” means a natural or legal person (other than an employee of the agency or body), public authority, agency or other body which processes personal data on behalf of the controller.

What personal information do you collect?

We may collect your name, your home address, your telephone number and/or your email address. There are also CCTV cameras around the Wildlife Park which will capture your image as you move around.

Your image may also be captured when we take still, publicity type photographs. In these instances we will always ask for your explicit consent and we will usually try to take them in such a way that you are not readily identifiable, unless you explicitly allow the photographer to capture identifiable photographs.

Why do you collect my personal information?

We collect and process information, including your Personal Information:

- To administer our membership schemes and to contact you when the need arises.

How do you collect my personal information?

We collect your personal information:

- through the application forms that you complete when you apply for membership;
- through our website when you complete any of the online forms;
- whenever a school requests to visit they send us a list of pupils who will take part;
- when you visit or use our website we may collect information sent to us by your computer, mobile phone, or other device. For example we may collect:

Category of information	Examples of that type of information
Device information	Hardware model, operating system version
Log information	Time and duration of visit
Other information	Links you click, location
Tracking information	When you visit this site we use cookies that do not collect any personal information. Read more about how we use Cookies

What legal basis does the Wildlife Park have for collecting my personal information?

In normal circumstances we will only collect and process your personal information if you give us your consent to do so. This is requested whenever you complete an online or hard copy form.

For how long is my personal information retained?

We will keep your personal information for as long as you remain a member and will delete it from all our systems no longer than 12 months after your membership ceases.

How is my personal information kept safe?

The security and confidentiality of your information is very important to us.

We take steps to ensure that:

- Safeguards are in place to make sure personal information is secure and is only held on secure government servers.

- Only authorised staff are able to view paper records of your data and it is held securely within the Wildlife Park offices.

Does the Wildlife Park process my information by automated means?

Processing by automated means is the process of making a decision without any human involvement. The Wildlife Park does not do this.

What are my individual rights when I share my personal information with the Wildlife Park?

You have a right to access your personal data to ensure that it is accurate, and to request that it is rectified, blocked, erased or destroyed if it is inaccurate.

To make any request relating to your data held by us, please contact the Data Protection Officer for the Department, Board or Committee using the details below.

Guidance on how to exercise your rights, including how to make a Data Subject Access Request, is available.

If you are not satisfied with the response you receive, you may also complain to the Information Commissioner, whose details can be found on www.inforights.im, or the relevant supervisory authority. You may have a right to other remedies.

Data Protection Officer,
Thie Slieau Whallian,
Foxdale Road,
St John's,
Isle of Man,
IM4 3AS

Phone: +44 1624 686781
Fax: +44 1624 685851
E-mail: DPO-DEFA@gov.im

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The Department Privacy Notice can be found here <https://www.gov.im/about-the-government/departments/environment-food-and-agriculture/privacy-notice/>