

## The Returning Officer - Dumfries and Galloway Privacy Notice

### Who are we?

The Returning Officer - Dumfries and Galloway (RO) is the data controller of your personal information. This means we decide why and how we will process your personal information. This privacy notice will provide you with the information you need to know about what we will do with the personal information you provide us with.

### Why are we collecting your personal information and why?

The RO is collecting your name, email address and organisation name in order that we know who has responded to our consultation.

### What is the legal ground for collecting your personal information?

The legal ground for collecting your information is for the performance of a public task

### Who will we share your personal information with and why?

We will share your information with Dumfries and Galloway Council.

### How long will we keep your personal information for?

Your information will be held by the Returning Officer for 5 years.

### What are your rights?

You have the right to:

- **Be informed** about how your personal information will be used
- **Access** your personal information
- **Withdraw consent** where the legal ground for collecting your personal information is consent
- **Rectify** your personal information, which means they have the right to request the Council to correct any inaccuracies.
- **Request deletion** of your personal information where the Council no longer has a legal ground to hold your information.
- Request that the processing of your personal information is **restricted**
- **Data portability**, this means you can securely move your personal information from one IT place to another
- **Object** to the Council processing your personal information
- Know when the processing of your personal information is **subject to automated-decision making and profiling**

**What are your responsibilities to protect your personal information?**

It would be helpful if you change your telephone number, email or house address, to contact us and we can update your personal information.

**Our contact details**

The Elections Office  
Dumfries and Galloway Council  
Council Headquarters  
English Street  
DG1 2DD

[electionsoffice@dumgal.gov.uk](mailto:electionsoffice@dumgal.gov.uk)

01387 260039

**The contact details of the Returning Officer's Data Protection Officer**

The Returning Officer  
Data Protection Officer  
Council Headquarters  
English Street  
DG1 2DD

[electionsoffice@dumgal.gov.uk](mailto:electionsoffice@dumgal.gov.uk)

01387 260039

