

## Fair Processing Notice great for collaboration website

Information provided whilst using this service, including personal information, may be published or disclosed in accordance with access to information regimes, primarily the Freedom of Information Act 2000 (FOIA) and UK Data Protection legislation.

The Department for International Trade will process personal data supplied in this service in accordance with the DPA. The information you provide will be processed on a lawful basis in great for collaboration website to enable DIT to perform a task in the public interest or to fulfil an official function, and the task or function has a clear basis in law and/or the processing is necessary for a contract DIT have with an individual.

This information will be processed and shared within the department for purposes connected with DIT performing a task in the public interest or to fulfil an official function and the task or function has a clear basis in law, including:

- To operate and enhance all features of the great for collaboration website.
- To understand and analyse the preferences and user behaviour of visitors to this website.
- To contact users of the website for administrative purposes, and with updates relating to the products and services we offer.
- To personalise our service in various ways, such as:
- Remembering a user's information inputted on the website in previous visits, so that the user will not have to re-enter the information during subsequent visits
- Provide personalised advertisements, content, and information
- Monitor and analyse the effectiveness of the website and third-party marketing activities
- Monitor aggregate site usage metrics such as total number of visitors to the website or pages viewed
- Track your entries and submissions on the website.

This information will not be share with any third parties.

Aggregated analysis of responses may also be shared with the Information Commissioner's Office (ICO) the Government Internal Audit Agency (GIAA), the National Audit Office (NAO) and Local Enterprise Partners including Local Government and trade bodies, HMRC, BEIS, DEFRA, FCO, Devolved Administrations, Allan Webb, Adetiq, Core and Kantar Public.

Consent will be sought in accordance with the DPA should there be a requirement to share information with any other third parties outside of those listed above. If you want the information you provide to be treated confidentially, please be aware that, in accordance with the FOIA, public authorities are required to comply with a statutory code of practice which deals, amongst other things, with obligations of confidence. In view of this, it would be helpful if you could explain to us why you wish that information to be treated confidentially. If we receive a request for disclosure of that information, we will take full account of your

explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances.