



External privacy information

This privacy notice explains how the Department for Business and Trade (DBT), as a 'data controller', processes personal data from this EOI campaign. DBT collects this information in order to establish a roster of suitably qualified arbitrators from which the UK will populate rosters established under existing and future FTAs.

This notice is supplemented by our [main privacy notice](#) which provides further information on how DBT processes personal data, and sets out your rights in respect of that personal data.

The legal basis for processing your personal data

The table below sets out the primary legal bases we rely on for processing the personal data we collect about you.

Legal basis for processing

Personal Data (Article 6(1) UK GDPR)	
(i)	Consent
(ii)	Processing is necessary for the performance of a contract to which the data subject is part
(iii)	Processing is necessary for compliance with a legal obligation to which the controller is subject
(iv)	Processing is necessary for a task carried out in the public interest or in the exercise of official authority vested in the controller

How DBT processes personal data it receives

Once received, your data will be stored within DBT's internal database which is managed by the Trade Disputes team – there it will be independently assessed and reviewed against the relevant criteria.

We will only process your personal data for purposes which are compatible with those specified in this privacy notice. This may include archiving in the public interest, or scientific, historical or statistical research, in accordance with Article 89



Department for Business & Trade

UK GDPR. Where your data is further used for research purposes, appropriate safeguards (including anonymisation, pseudonymisation and data minimisation techniques) will be used to ensure that your personal data is only processed where it is necessary for us to do so, and that it is processed lawfully and securely.

Compatible research purposes may include analysis to further DBT policy development, or to analyse public consultation responses or similar requests for information from the public.

Information sharing

We may share personal data you provide:

- With other government departments, public authorities, law enforcement agencies and regulators
- With other third parties where we consider it necessary in order to further our functions as a government department
- To international partners for the purpose of negotiating rosters. Data transferred overseas will be done so lawfully on the basis of existing country-country adequacy assessments or with appropriate safeguards in place
- In response to information requests, for example, under Freedom of Information (FOI) law or the Environmental Information Regulations (EIR)
- To a court, tribunal or party where the disclosure is necessary in order to exercise, establish or defend a legal claim
- Where we are ordered to do so or where we are otherwise required to do so by law
- With third party data processors as governed by contract

You can find out more detailed information about how we share data and further processing in the [main privacy notice](#).

How long will DBT hold your data for

DBT will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

If we decide that we need to process your personal data for a reason which is incompatible with the purposes for which we collected it for, we will contact you to explain why we are doing this and why it is lawful to do so.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.



Department for
Business & Trade

Your rights

You have a number of rights available to you under UK data protection legislation, including:

- the right to request copies of the personal data we hold about you
- the right to request that we rectify information about you which you think is inaccurate or incomplete
- the right to request that we restrict your data from further processing (in certain circumstances)
- the right to object to the processing of your data (in certain circumstances)
- the right to data portability (in certain circumstances)
- the right to request that we erase your data (in certain circumstances)
- the right not to be subject to a decision based on solely automated data processing

You can contact DBT's Data Protection Officer for further information about how your data has been processed by the department or to make a complaint about how your data has been used. Please contact: data.protection@businessandtrade.gov.uk

You can also submit a complaint to the Information Commissioner's Office (ICO) at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

W: <https://ico.org.uk/>

Tel: 0303 123 1113

You can find out more about your rights as a data subject, and details of how to contact our Data Protection Officer and the ICO in our [main privacy notice](#).