



Marine
Management
Organisation

Privacy Notice

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The Marine Management Organisation is the controller for the personal data we collect. Our [personal information charter](#) explains more about what you can expect when we process your personal data, your rights, and how to contact us or make a complaint.

COMMUNICATIONS & ENGAGEMENT - PRIVACY NOTICE

This privacy notice tells you what to expect us to do with your personal information when MMO collects or processes it for the purposes of implementing and monitoring communications from MMO, or for handling complaints and requests for information.

Purpose for processing – why we are collecting your personal data

MMO collects and processes information for the purposes of implementing and monitoring communications from MMO.

Personal information will be used in direct engagement and communication activities from MMO such as emails, phone calls, text messages, newsletters, and government notifications.

These engagement and communication activities include a fortnightly e-bulletin to fishers and exporters and a monthly e-bulletin to MMO stakeholders.

Personal information is also collected or used for the purposes of recording, processing, and responding to complaints and requests for information under the Environmental Information Regulations (EIR) 2004, Freedom of Information Act (FoIA) 2000, or by way of a Subject Access Request (SAR).

What personal data is collected

MMO collects or processes the following information for communication purposes:

- personal identifiers (names)
- email address(s)
- Telephone number(s)

MMO collects or processes the following information for stakeholder engagement:

- personal identifiers (names)
- email address(s)
- Telephone number(s)
- organisation
- job title
- interest (sector or topic area and geographical area)

MMO collects or processes the following information for handling complaints or requests for information:

- Contact details
- Information provided in relation to the complaint or information request
- Details of the complaint or your request
- Photographic ID when requested by us as proof of your identity (in relation to SARs)

How your personal data has been obtained

MMO obtains data from you directly, or from:

- Internal MMO systems
- Third party – e.g. if a complaint or request for information relates to a third party

Why we are able to process your personal data

The lawful basis for processing your data for engagement purposes is based on consent.

The lawful basis for processing your data to respond to complaints is that it is necessary for the performance of a task carried out in the public interest, or in the exercise of official authority vested in the controller.

The lawful basis for processing your data to respond to SARs and information requests under FoIA and EIR is that it is necessary for the compliance with a legal obligation placed on us as the data controller, to make provision for the disclosure of information held by a Public Authority under the EIRs and FoIA, or the provision of personal data under a SAR.

Consent to process your personal data

The processing of your personal data for engagement purposes is based on consent. You can withdraw consent at any time by emailing info@marinemangement.org.uk.

Who we share your personal data with

MMO may share your data with our processors who carry out activities on our behalf, including but not limited to Notify, GovDelivery, and Mailchimp.

MMO will only share your personal data where we are legally permitted to do so.

Where your complaint involves another Government Department, we may need to share your contact details with them to ensure that all of your concerns are addressed appropriately. However, we will only do this where we have your consent to do so.

MMO respects your personal privacy when responding to access to information requests. We only share information when necessary to meet the statutory requirements of the Environmental Information Regulations 2004 and the Freedom of Information Act 2000.

How long we are keeping your personal data

MMO will keep personal data collected in relation to complaints or information requests for 3 years.

MMO will keep personal data collected for the other purposes under this privacy notice for a maximum of 7 years. This is in accordance with our retention policies.

Please refer to our [Personal Information Charter](#) and the section 'How long we will keep data' for information on any potential exceptions.

Personal information will be securely stored within the MMO electronic document and records management system.

Use of automated decision-making or profiling

The personal data you provide is not used for:

- automated decision making (making a decision by automated means without any human involvement)
- profiling (automated processing of personal data to evaluate certain things about an individual)

What happens if you do not provide the personal data

If you do not provide your contact details, MMO will not be able to email you about changes within industry, guidance, workshops, surveys, funding initiatives and legislation related to MMO.

If you do not provide your contact details in your complaint or request for information, we will be unable to process this.

Transfer of your personal data outside of the United Kingdom

Where necessary, we may transfer or store personal information outside the UK to another country or Crown Dependency that is deemed adequate for data protection purposes. This means that the country or Crown Dependency has equivalent levels of data protection to that of the UK.

[Adequacy | ICO](#)

MMO may also in some circumstances transfer data to other countries without an adequacy agreement, having first taken all precautions to ensure that it was safe to do so, complying with the terms of the UK GDPR by making sure [appropriate safeguards](#) are in place.

Where necessary, our data processors may share personal information outside of the UK. When doing so, they comply with the UK GDPR, making sure that the country has been deemed adequate or [appropriate safeguards](#) are in place.

For further information or to obtain a copy of the appropriate safeguard for any transfers, please contact us using the contact information in our [Personal Information Charter](#).

Your rights

Based on the lawful processing above, your individual rights are:

Public Task

- The right to be informed
- The right of access
- The right to rectification
- The right to restrict processing
- The right to object
- Rights in relation to automated decision making and profiling

Consent

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- Rights in relation to automated decision making and profiling

Legal Obligation

- The right to be informed
- The right of access
- The right to rectification
- The right to restrict processing
- Rights in relation to automated decision making and profiling

Read our [Personal Information Charter](#) to find out about your rights under the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 (DPA 2018).

How to contact us or make a complaint

Read our [Personal Information Charter](#) to find our contact details, or how to make a complaint about our use of your personal data.