



## INTERNATIONAL WROUGHT COPPER COUNCIL

### Data Protection Policy

1. Please read the IWCC Data Protection Policy carefully to understand our practices regarding personal data and how we will treat it.

#### General information

2. This notice describes how we collect and use personal data in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 1998 or 2018 and any other national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK ('Data Protection Legislation').
3. The International Wrought Copper Council (IWCC) is registered with the UK Information Commissioner (Registration Number: ZA030837).
4. The International Wrought Copper Council (IWCC) is the international industry association for copper and copper alloy fabricators, based at 1 Burwood Place, London, W2 2UT. Further information about the IWCC is available on our website at [www.coppercouncil.org](http://www.coppercouncil.org).

#### How we use information provided to us

5. The information that individuals in the copper industry provide to the IWCC will be entered into a database, which will be accessed only by staff of the IWCC. The information will be retained by the IWCC and will only be used for the purposes of:
  - 5.1. communicating with individuals working in the copper industry, which includes IWCC members and potential members, event delegates and potential delegates, and others in the copper value chain;
  - 5.2. administration of IWCC membership or involvement with the IWCC network, for example updated membership details;
  - 5.3. managing applications and registrations for attendance at meetings & events<sup>1</sup> and associated activities;
  - 5.4. where appropriate for control of access to papers<sup>2</sup> and statistics located on the IWCC Website;
  - 5.5. informing individuals in the copper industry about future meetings & events and initiatives organised by the IWCC.

#### Legal basis for processing information

6. Personal information is used for these purposes under 'legitimate interests' of the IWCC, in that individuals in the copper industry would reasonably expect the organisation to use their information for the purposes listed above.
7. This processing of information is necessary for the continuation of these activities. Further details are available by contacting the IWCC.

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<sup>1</sup> The term 'meetings & events' includes committee meetings, seminars, conferences, ad hoc meetings and all associated activities

<sup>2</sup> Papers refers to either text and/or slides

## **Sharing information with third parties**

8. At times the IWCC will need to share personal information provided with:
  - 8.1. persons or companies contracted by the IWCC to provide accommodation, transport and ancillary services;
  - 8.2. companies providing support<sup>3</sup> as part of the programme of activities;
  - 8.3. Other third parties when required for the routine administration linked to the IWCC's work. For example, the IWCC's bank will be passed information regarding our suppliers in order to set up and facilitate payments.
9. No data will be passed to any third party for commercial purposes.
10. All recipients of data provided by the IWCC are required to treat the information with the same level of data protection as we do.
11. In the case of meetings & events, delegate names, companies, positions and partner names (if attending) may be made available to all attendees at IWCC meetings. Such information may be used by the IWCC to be given to potential participants in future meetings to illustrate attendance at and structure of past meetings.

## **How long we keep information**

12. The IWCC will store and use personal information for the above stated purposes until individuals are either no longer involved in the copper industry or inform the IWCC they do not wish to remain on the IWCC databases. Data will be deleted from IWCC databases in a timely manner when it is no longer required for the purpose for which it was provided.

## **Your rights**

13. Under EU data protection regulations individuals have the right to be informed about how their data will be used, to have access to their data, to have details of their data rectified, to have their details erased and to object to the processing of their personal information.
14. Information is processed by the IWCC in accordance with the provisions of the UK data protection regulations. Individuals have the right to complain to the UK Information Commissioner's Office (ICO) regarding any concerns.

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<sup>3</sup> This covers companies hosting receptions, dinners, excursions and plant visits