

Visitors and Contractors

1. Your data will be held in accordance with the General Data Protection Regulation (GDPR).

What data do we collect and why?

2. We maintain a register of visitors which includes visitors and contractors. For this register we will collect and keep your personal data such as names, company/institution details, telephone number, vehicle registration details.
3. This information is collected for health, safety and security purposes.
4. This information will be held for 21 working days.
5. The RMA would not disclose information from the Visitors register to a third party unless it is required to detect or prevent crime where it may be disclosed to the Police. This is usually on receipt of a Police issued personal data request form, required under Police Investigations Section 29(3) of DPA 1998. There are instances such as prevention of threat to life or serious injuries, where personal information may be provided without a signed police DPA form.

Contact us

6. If you need to get in touch with us about this Privacy Policy or your Personal Data that we process, please contact the following:

Data Protection Officer:

Email: info@rma.gov.scot

Tel: 0141 278 4478

Risk Management Authority 7 Thread Street

Paisley PA1 1JR