



Privacy Statement

This Privacy Notice explains what the World Congress of Soil Science 2022 (WCSS) does with your personal information. This includes what you tell us about yourself, what we learn by having you as a visitor, customer, member, employee, contractor or supplier of services, and the choices you make about the marketing you ask us to send to you. It also explains how WCSS does this, how the law protects you and outlines your privacy rights. We update this notice regularly in accordance with changes in privacy law and when our activities or practices change (updated September 2021).

Who We Are

World Congress of Soil Science 2022 (WCSS) is a limited company, registered in England and Wales No. 12994006 and registered charity (No. 1192796).

Questions, Concerns, and Rights

Questions about how we collect, store and use personal data or concerns about how it is managed should be directed to wcss22@soils.org.uk

Contact us to:

- Update or rectify inaccurate/incomplete personal data
- Change your marketing and contact preferences
- Object to us using your personal data

There may be legal or other official reasons why we need to keep or use your data.

- You would like us to transfer a copy of your data to another company.

If you require a copy of your personal data please contact the Data Protection Co-ordinator:

- phone: +44 (0)1234 752917
- email: wcss22@soils.org.uk
- letter: Data Protection, World Congress of Soil Science, Building 42a, Cranfield University, Cranfield, Bedfordshire MK43 0AL

If we are still not able to resolve the matter you have the right to lodge a complaint with the [Information Commissioner's Office](#): they will direct you to us in the first instance.

Types of Personal Information and Where We Collect It From

TYPE	DESCRIPTION	WHERE FROM
Contact	Where you live and how to contact you	Phone, email or letter correspondence Event ticket purchase and /or abstract submission Grant application Registering to receive marketing Social media posts
Transactional	Details about payments to your account	Event ticket purchase Grant application

		Purchase of ad-hoc products and services
Communications	What we learn about you from letters, emails, conversations between us and social media posts	Phone, email or letter correspondence Event ticket purchase and / or abstract submission Registering to receive marketing Purchase of ad-hoc products and services Social media posts
Contractual	Details about products or services we provide to you or are provided to us	Event ticket purchase and / or abstract submission
Socio-demographic	Details about your work or profession, nationality & education	Phone, email or letter correspondence Event ticket purchase and /or abstract submission Grant application
Categorical	Gender & Ethnicity	Phone, email or letter correspondence Event ticket purchase and /or abstract submission Grant application
Documentary Data	Details about you that are stored in documents in different formats, or copies of them, e.g. CV or degree certificate	Phone, email or letter correspondence Event ticket purchase and /or abstract submission Grant application
Consents	Your marketing preferences	Phone, email or letter correspondence Event ticket purchase and /or abstract submission Grant application

Why We Collect Personal Data

We are permitted only to use personal information if we have an acceptable reason to do so. This includes sharing it outside WCSS. The law says we must have one or more of these reasons:

REASON	EXAMPLE	COMMENTS
<i>Contractual</i>	When invite as a speaker or contributor	If you fail to provide certain information when requested, we may not be able to offer you a platform, make appropriate arrangements or comply with legal obligations resulting in the cancellation of contract
<i>Legal Duty</i>	Meeting our obligations under Health & Safety and other legislation	

<i>Legitimate Interest</i>	When we have business reason to use your information.	Congress updates, important updates to policies etc
<i>Consent</i>	We only market to you if you have consented, except on few occasions where we rely on legitimate interests	You can withdraw your consent and update your marketing preferences at any time without there being an impact on the contract you have with us

Collection and Use of Personal Data

We only use your data for the purposes for which it was collected, unless we reasonably consider that we need to use it for another reason which is compatible with the original purpose. Your personal data may be used without your knowledge or consent, where this is allowable by law.

In line with the WCSS Equality, Diversity and Inclusion Policy, we collect personal information related to gender, ethnicity and nationality. This information allows the BSSS Council to assess the strategies it needs to implement to support members from all backgrounds.

Archiving

For future research purposes which are in the public interest we store a limited amount of personal details permanently but please bear in mind that these records remain confidential for a period of 100 years.

Sharing Your Personal Data

WHO WE SHARE YOUR PERSONAL DATA WITH		WHAT YOU NEED TO KNOW
Within WCSS	We share your information with our employees where this is necessary, such as for internal administration.	Your information will only be shared with such employees as reasonably necessary for these purposes.
With third parties	We have a number of trusted partners with whom we share your data to deliver our services. For example: <ul style="list-style-type: none"> • Webhosting, membership software and marketing • Transaction details with companies who provide our payment services • Bank account details with our direct debit collector • Event management – hotel bookings, conference bookings, dietary needs • IT Department for the purpose operating our business, support services and site security 	Where we contract a company to undertake a task for us, they are referred to as a third party. We have a contract with them that includes how your personal data will be handled and treated in accordance with the law.
Obligation	We will share your personal information with third parties where we have a statutory obligation.	Membership renewals, important society updates to policies etc

	For example: <ul style="list-style-type: none"> • HM Revenue & Customs, regulators and other authorities • Direct Debit scheme 	
At your request	To companies with whom you have asked us to share your data	This may include banks, prospective employers, other society members
Exceptional Circumstances	Where we believe that the disclosure is: <ul style="list-style-type: none"> • Required by law or in order to comply with judicial proceedings, court orders or legal or regulatory proceedings and fraud prevention • Necessary to protect the safety of our employees, yourself, property or the public • Necessary for the prevention or detection of crime, including fraud protection and credit risk reduction 	We may disclose personal data to authorities where it is needed in relation to legal claims, to protect interests, where you are not capable of giving your consent or where you have already made the information public. On these occasions, we would ensure we are proportionate in the amount of data disclosed

Website and Cookies

Cookies

Cookies are small pieces of text information sent to your browser when visiting a website. We use cookies to store information about your visit and enhance the functionality of your visit. No personal information or information that could be used to identify individuals is held in these cookies.

Social Cookies

Our website is integrated with the following social platforms which independently may set cookies on your computer:

- Instagram
- Twitter

Please note that we do not have any control over how the information in these cookies is used nor do we have access to it. Please refer to the cookie policies of the relevant provider for more information.

Data Security

Special Category Data Handling

Certain data requires special handling because if disclosed accidentally, it could have a harmful effect on you. This includes sensitive data such as race and ethnic origin, political opinions, religious or philosophical beliefs, genetic data, biometric data, health or sexual orientation. As such, we will only use this data with your consent unless it is in your vital interest (threat to your life), it is in our legitimate interests, where there is a legal obligation or a contractual commitment.

Security of All Data

We use Internet standard encryption technology ("SSL" or "Secure Socket Layer" technology) to encode personal data that you send to us when placing an application through the website. To check that you are in a secure area of the Website before sending personal data to us, please check that your browser displays an image of a closed padlock or an unbroken key.

However, please note that whilst we take appropriate technical and organisational measures to safeguard the personal data that you provide to us, no transmission over the Internet can ever be guaranteed secure. Consequently, please note that we cannot guarantee the security of any personal data that you transfer over the Internet to us.

We will take all steps reasonably necessary to ensure that all personal information is treated securely and in accordance with this notice. All information you provide to us is stored securely, including in a physically secure environment, on our secure servers. Access to your personal information will be restricted to such staff and other individuals as are necessary for the purposes for which the information was collected. All data is stored in the UK but should any data be transferred outside the EEA appropriate protections are in place.

August 2021