



ATLG Privacy Notice

Revision 0 - 17-05-2024

The Architectural Technical Leads Group (ATLG) is a forum for architectural technical leads to discuss technical issues, share knowledge and resources, and drive improvement in the UK construction industry. The ATLG is a non-profit unincorporated association.

This privacy notice tells you what to expect us to do with your personal information when you join the Group..

Our contact details

www.atlg.uk/#Contact

What information we collect and use, and why

We collect or use the following personal information as part of your joining the group and participating in discussions:

- Contact details (eg name, address, telephone number or personal email address)
- Company Name
- Company size

Our lawful bases for collecting or using personal information as part of **administration and management** are:

- Consent

Where we get personal information from

We collect your information from you, the members directly when you submit it to us.

How long we keep information

We retain the information you provide to us as long as you remain a member, plus six months.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal data.

Your right to rectification - You have the right to ask us to rectify personal data you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal data in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal data in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal data you gave us to another organisation, or to you, in certain circumstances.

Your right to withdraw consent – When we use consent as our lawful basis you have the right to withdraw your consent.

You don't usually need to pay a fee to exercise your rights. If you make a request, we have one calendar month to respond to you.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

How to complain

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address: Information Commissioner's Office
 Wycliffe House
 Water Lane
 Wilmslow
 Cheshire
 SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>