



VMFW Privacy Policy

This policy aims to support your right to be informed. The document covers how we process the personal data of individuals who engage with the Volunteer Monitoring of Farm Wildlife (VMFW) Scheme. It also sets out our policy regarding the survey data collected as part of the service to farmers.

Who we are and contact details

We are the Volunteer Monitoring of Farm Wildlife (VMFW) Scheme and are part of the Royal Society for the Protection of Birds (RSPB). We are the controller of the personal data processed for the VMFW scheme and can be contacted at farmsurveys@rspb.org.uk.

What data we process

In order for us to carry out the VMFW wildlife survey service, we need to use some personal information about you, as the farmers and volunteers who participate in the scheme.

Farmers

The personal data we currently collect from you for the administration of the survey service is:

- Name
- Email address
- Phone number
- Address
- Land boundary

We require this information so that we can:

- Communicate with you about the VMFW scheme
- Match your farm with a surveyor in the area and provide them with the information they need to carry out surveys on your farm
- Contact you with the results of your survey/s
- Invite you to any VMFW events
- Ask for feedback on your involvement in the scheme
- Enquire whether you are interested in taking part in future surveys

Once you have been matched with a volunteer/s we will share your name and email address with the individual/s concerned, so they can contact you to arrange to visit the farm and carry out the survey/s.

Volunteers

The personal data we currently collect from you for the administration of the survey service is:

- Name
- Age
- Email address
- Phone number
- Address
- Locations associated with biological recording

In addition, we also need to know if there are any special requirements that you require to be able to carry out your volunteering work with us. This data may relate to your physical or mental health and as such is classified as 'special category' data. This data will be treated with the utmost care as outlined in the *VMFW Appropriate Policy Document*.



We require this information so we can:

- Communicate with you about the VMFW project and establish which surveys you are interested in carrying out
- Match you with a suitable farm
- Support you in carrying out the surveys through the survey season
- Process the survey data you collect
- Invite you to any VMFW events
- Ask for feedback on your involvement in the scheme
- Enquire whether you are interested in taking part in future surveys

Once you have been matched with a farm, we will share your name and email address with the farmer, so that they can contact you if necessary, and also with any other volunteers who are surveying the same farm, if this applies.

Basis for processing

We use a reason of 'contract' to process your personal data as we providing a service through the VMFW scheme.

We do not share your personal details with any third parties, nor do we transfer data to another country.

Data retention

We will retain your data for as long as you remain engaged with the VMFW scheme. If you no longer wish to be involved with the scheme, please email farmsurveys@rspb.org.uk.

Who will have access to the data?

We have procedures in place to keep your data safe and secure; your details will only used by appropriate RSPB staff or volunteers for the purposes listed above and will not be shared with anyone else.

How we look after data

We take reasonable technical and procedural precautions to prevent the loss, misuse or unauthorised alteration of personal data.

We store the personal data that we collect securely. We do not publish the details of the safeguards we use to protect the personal data that we control as this could reduce the effectiveness of those safeguards.

For further information on how the RSPB cares for data, please see the RSPB's [Privacy Policy](#).

Volunteers: For further information on how your data is managed as a volunteer for the RSPB, please see our [Volunteers Privacy Policy](#).

Your rights

We recognise your rights as defined in the UK's GDPR. We will always seek to uphold those rights and the links provided will enable you to communicate with us to exercise those rights, where relevant.

- Your right to be informed (this page and further information in communications we might send to you)
- [Your right of access](#)
- [Your right to rectification](#)
- [Your right of erasure](#) (right to be forgotten)
- [Your right of restriction of processing](#)
- [Your right to data portability](#)



- [Your right to object](#)

If you would like ask us anything further about how and why we use your personal data, please email farmsurveys@rspb.org.uk.

What about the data collected during the surveys?

All survey records collected by volunteers are entered into publicly available databases owned by organisations we work closely with, and the data privacy aspects of these databases are the responsibility of those organisations.

Recorder names are entered as part of a survey record and are used to verify the record for quality purposes.

When data is transferred to us from these third-party databases, we will associate the volunteers' personal data with their survey records.

The survey records themselves (excepting the recorder name) are not personal data and are not subject to GDPR.

The biological data collected will be used for nature conservation purposes by the RSPB and select organisations, including conservation NGOs, statutory bodies, and research organisations. The organisations who host the data in their databases are considered the owners of the data according to database rights legislation, but we will be reporting fully to farmers about the data collected on their land.

Records in any database which are deemed to be biologically sensitive, e.g. rare species, will not be publicly displayed in detail to protect a species or site.

For further information about survey data and how it is used by the VMFW scheme, please email farmsurveys@rspb.org.uk.