

# Privacy notice for correspondence regarding policies on food and feed hygiene, safety and standards

Information on our correspondence regarding policies on food and feed hygiene, safety and standards, why we require data, what we do with the data and your rights.

The Food Standards Agency (FSA) will be what is known as the 'Controller' of the personal data provided to us.

## Purpose and lawful basis for processing

We need to collect this information for the purpose of responding to enquiries made by the public, businesses and civil society organisations about policies relating to food and feed hygiene, safety and standards.

Collecting this information is necessary for the performance of a task carried out in the public interest.

We will not collect any personal data from you which we do not need.

## How and where we store your data and who we may share it with

For more information, on [How and where we store your data and who we may share it with](#) see our Personal Information Charter.?

We retain personal information only for as long as necessary to carry out the abovementioned function, and in line with our retention policy. This means that this information will be retained for seven years from receipt unless otherwise stated.

## International transfers?

For more information on international transfers, please see the [International transfers](#) section in our Personal Information Charter.?

## EU citizens?

For more information on EU Citizens Privacy Notice, please see the [EU citizens](#) section in our Personal Information Charter.?

## Your rights

For more information on your rights, please see the [Your rights](#) section in our Personal Information Charter.?

## **Contact us?**

If you have any queries concerning this Privacy Notice, your personal information or any questions on our use of the information, please email our Data Protection Officer in the FSA, who is the Information Management and Security Team Leader using the address below.?