

COP26 Conference

Privacy Notice

WHO WE ARE

We are committed to ensuring your privacy is protected. This Privacy Notice explains how we use the information we collect about you.

For the purposes of data protection legislation, the Data Controller is SSE PLC (SC117119) (“we”, “us”, “our”) having our registered address and trading address at Inveralmond House, 200 Dunkeld Road, Perth, Perthshire, PH1 3AQ.

WHAT WE NEED FROM YOU

We will collect and will process the following categories of personal data about you, and this will be obtained directly from you:

- Your signature, first name and surname, job title, the company you are employed by, and/or, the country you represent; and
- the photograph(s) commissioned or purchased by us which may be taken of you at the COP26 Conference (**the Photograph(s)**)

This privacy notice only relates to how we will process the Photograph(s) and the personal data noted above.

It is important that you read this privacy notice together with any other privacy notice or fair processing notice we may provide on specific occasions when we are in or processing personal data about you, for example, if you are using our website so that you are fully aware of how and why we are using your data. This privacy notice supplements the other notices and is not intended to override them.

OUR LEGAL BASIS FOR PROCESSING

We will only use your personal data when the law allows us to. We will use your personal data in the following circumstances:

- Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

Legitimate Interest means the interest of our business in conducting and managing our business to enable us to give you the best service and the best and most secure experience. We make sure we consider and balance any potential impact on you (both positive and negative) and your rights before we process your personal data for our legitimate interests. We do not use your

personal data for activities where our interests are overridden by the impact on you (unless we have your consent or are otherwise required or permitted to by law).

- Where we need to comply with a legal or regulatory obligation.

WHY DO WE NEED IT?

We have set out below, in a table format, a description of all the ways we plan to use your personal data, and which of the legal bases we rely on to do so. We have also identified what our legitimate interests are where appropriate.

Note that we may process your personal data for more than one lawful basis depending on the specific purpose for which we are using your data. Please contact us if you need details about the specific legal basis we are relying on to process your personal data where more than one ground has been set out in the table below.

Purpose of processing your data	Data	Lawful basis for processing including basis of legitimate interest (if applicable)
To display/engrave your details on a commemorative plaque	Name, signature, job title, company/ country details	Legitimate Interests, to fulfil our promise to you of displaying your details on a commemorative plaque
To display your name and/or signature on a wind turbine at Dogger Bank	Name, signature, job title, company/ country details	Legitimate Interests, to fulfil our promise of displaying your signature your name on a wind turbine at Dogger Bank
To promote SSE in relation to our sponsorship of the COP26 Conference, the Dogger Bank Wind farm and climate change related campaigns	Photograph(s), name, signature, job title, company/ country details	Legitimate Interests, to showing our commitment to, net zero, and promoting SSE in climate change related campaigns

Change of purpose

We will only use your personal data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. If you wish to get an explanation as to how the processing for the new purpose is compatible with the original purpose, please contact us.

Please note that we may process your personal data without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

WHO DO WE SHARE IT WITH?

We may have to share your personal data with:

- Internal third parties such as companies in the SSE Group acting as joint controllers or processors

- External third parties such as:
 - the printing company that we will employ to engrave/ display names on the commemorative plaque and/or the wind turbine;
 - media companies, social medial channels who we would share the Photographs with, acting as processors or controllers;
 - service providers acting as processors based in the UK;
 - professional advisers acting as processors or joint controllers including lawyers, bankers, auditors and insurers based in the UK and Republic of Ireland;
 - regulators and other authorities based in the United Kingdom and the Republic of Ireland who require reporting of processing activities in certain circumstances;
 - third parties to whom we may choose to sell, transfer, or merge parts of our business or our assets. Alternatively, we may seek to acquire other businesses or merge with them. If a change happens to our business, then the new owners may use your personal data in the same way as set out in this privacy notice.

We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

INTERNATIONAL TRANSFERS

In the circumstances where we need to transfer your personal data out of the UK, we will ensure a similar degree of protection is afforded to it by ensuring at least one of the following safeguards is implemented:

- We will only transfer your personal data to countries that have been deemed to provide an adequate level of protection by the UK Government and/or the European Commission for personal data;
- Where we use certain service providers, we may use specific contracts approved for use in the UK which give personal data the same protection it has in the UK.

DATA SECURITY

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

HOW LONG WILL WE KEEP IT?

We will only retain the Photograph(s) and your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

YOU HAVE THE FOLLOWING RIGHTS REGARDING YOUR INFORMATION:

Rights	What does this mean?
1. Right to be informed	You have the right to be provided with clear, transparent and easily understandable information about how we use your personal data and your rights. This is why we're providing you with the information in this Privacy Notice.
2. Right of access	You have the right to obtain access to your personal data (if we're processing it) and certain other information (similar to that provided in this Privacy Notice). This is so you're aware and can check that we're using your personal data in accordance with data protection law.
3. Right to rectification	You are entitled to have your personal data corrected if it's inaccurate or incomplete.
4. Right to erasure	This is also known as 'the right to be forgotten' and, in simple terms, enables you to request the deletion or removal of your personal data where there's no compelling reason for us to keep it. This is not a general right to erasure; there are exceptions.
5. Right to restrict processing	You have rights to 'block' or suppress further use of your personal data in certain circumstances. When processing is restricted, we can still store your personal data, but may not use it further.
6. Right to data portability	You have the right to obtain and reuse your personal data in a structured, commonly used and machine readable format in certain circumstances. In addition, where certain conditions apply, you have the right to have such information transferred directly to a third party.

7. Right to object to processing You have the right to object to certain types of processing in certain circumstances. In particular, the right to object to the processing of your personal data based on our legitimate interests or on public interest grounds; the right to object to processing for direct marketing purposes (including profiling); the right to object to the use of your personal data for scientific or historical research purposes or statistical purposes in certain circumstances.
8. Right to withdraw consent If you have given your consent to anything we do with your personal data, you have the right to withdraw your consent at any time (although if you do so, it does not mean that anything we have done with your personal data with your consent up to that point is unlawful). This includes your right to withdraw consent to us using your personal data for direct marketing.

CONTACTING US

If you have any questions regarding how we will use the photographs taken of you at the COP26 Conference or the personal data we collect from you as noted above, please contact media@sse.com

We have appointed a data protection officer (DPO). If you have any questions about this privacy notice, including any requests to exercise your legal rights, please contact the DPO using the details set out below.

Email: GroupDPO@sse.com

If you're not satisfied with our response to any complaint or believe our processing of your information does not comply with data protection law, you can make a complaint to the Information Commissioner's Office (ICO) using the following details:

Address: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Telephone number: 0303 123 1113

Website: [*www.ico.org.uk*](http://www.ico.org.uk).

We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.