

Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

The Scottish Men's Sheds Association ("We") are committed to protecting and respecting your privacy.

This policy, together with our [Terms and Conditions](#), and any other documents referred to on it sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it. By visiting scottishmsa.org.uk you are accepting and consenting to the practices described in this policy.

For the purpose of the Data Protection Act 1998 (the Act), the data controller is:

Scottish Men's Sheds Association
Wester Mains
Campfield
AB31 4DR

Information we may collect from you

We may collect and process the following data about you:

Information you give us

You may give us information about you by filling in forms on our site SCOTTISHMSA.ORG.UK (our site) or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you use our site, become an individual or Shed member, add or change your Map contact information, participate in discussion boards or other social media functions on our site and/or on our social media platforms (Twitter and Facebook), enter a competition, promotion or survey, send information to be included in our newsletter or films and when you report a problem with our site. The information you give us may include your name, address, e-mail address and phone number, personal description, photograph and data in various formats.

Information we collect about you

With regard to each of your visits to our site we may automatically collect the following information:

- 1. Technical information**

Including the Internet protocol (IP) address used to connect your computer to the Internet, your login information, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform;

- 2. Information about your visit**

Including the full Uniform Resource Locators (URL) clickstream to, through and from our site (including date and time); products you viewed or searched for; page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), and methods used to browse away from the page and any phone number used to call our customer service number

3. Information we receive from other sources

We may receive information about you if you use any other websites we operate or other services we provide. In this case we will have informed you when we collected that data that it may be shared internally and combined with data collected on this site. We are also working closely with third parties (including, for example, business partners, sub-contractors in technical services, analytics providers, search information providers) and may receive information about you from them.

Cookies

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. For detailed information on the cookies we use and the purposes for which we use them see our [Cookies](#) policy.

We use information held about you in the following ways:

Information you give to us

We will use this information:

1. To keep you up-to-date with events and activities produced by The Scottish Men's Sheds Association, when you become a member of the association. Each e-mail we send you offers you the opportunity to amend your preferences, or you can ask us to do this by e-mailing admin@scottishmsa.org.uk. If you would like to revise the information provided to us at any time, or feel what we currently have on record is incorrect, you may update the information by e-mailing admin@scottishmsa.org.uk
2. To carry out our obligations arising from any contracts entered into between you and us (or your organisation) and to provide you with the information and services that you request from us;
3. To notify you about changes to our service;
4. To ensure that content from our site is presented in the most effective manner for you and for your computer.

Information we collect about you

We will use this information:

1. To administer our site and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes;
2. To improve our site to ensure that content is presented in the most effective manner for you and for your computer;
3. To allow you to participate in interactive features of our service, when you choose to do so;
4. As part of our efforts to keep our site safe and secure;
5. To make suggestions and recommendations to you and other users of our site about services that may interest you or them.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

Disclosure of your information

In the event where you and / or your organisation enter into a contract with the Scottish Men's Sheds Association we may share your information with selected third parties including:

- Business partners (e.g. [Big Lottery Fund](#)), suppliers and sub-contractors for the performance of any contract we enter into with them or you.
- Analytics and search engine providers that assist us in the improvement and optimisation of our site.

We may disclose your personal information to third parties:

- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms of use (see [Terms and Conditions](#)) and other agreements; or to protect the rights, property, or safety of the Scottish Men's Sheds Association or others.

Storing personal data

Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Your rights

You have the right to ask us not to process your personal data for marketing purposes. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data. You can also exercise the right at any time by contacting us at admin@scottishmsa.org.uk

Our site may, from time to time, contain links to and from the websites of our partner networks and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

Access to information

The Act gives you the right to access information held about you. Your right of access can be exercised in accordance with the Act. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

Contact

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to info@scottishmsa.org.uk