

November 2021

UK Endorsement Board (UKEB) Stakeholder Engagement Privacy Notice

I. General Information

Our commitment to privacy

- 1.1. We understand the importance of your privacy and maintaining your trust regarding our privacy practices is key to us. To ensure that your privacy is protected and your privacy choices are respected, we have set out in this Stakeholder Engagement Privacy Notice an explanation of our information practices as well as the decisions you may make regarding how we collect and use your information when undertaking stakeholder engagement work.
- 1.2. For an explanation of how we collect and process personal information through www.endorsement-board.uk and its sub-domains ("**Website**"), please see our [Website Privacy Statement](#) and for an explanation of how we collect and process personal information in connection with our recruitment activities, please see our [Recruitment Privacy Notice](#). Our Member & Staff Privacy Notice and other relevant data protection policies are made available to Members and staff.

2. What does the UKEB do?

- 2.1. The UK Endorsement Board ("**UKEB**", "**we**", "**us**" or "**our**") has delegated authority to promote and endorse the adoption of international accounting standards for use within the United Kingdom by the Secretary of State under '*Statutory Instrument 2021 No. 609 The International Accounting Standards (Delegation of Functions) (EU Exit) Regulations 2021*'.
- 2.2. We influence, endorse and adopt new or amended international accounting standards issued by the International Accounting Standards Board (IASB) for use by UK companies. We also consult publicly with stakeholders that have an interest in financial reporting in the UK so that we can develop and represent evidence-based UK views with the aim of acting as the UK voice on IFRS financial reporting.
- 2.3. Typically the UKEB collects and processes personal information in relation to responding to enquiries, influencing and endorsement of international accounting standards and consulting with stakeholders in relation to these activities. As part of these activities, we may process personal information concerning various stakeholder groups.

3. What do we mean by stakeholder engagement, what do we collect and why?

- 3.1. As part of our stakeholder engagement activities, we may collect personal information from you when you attend, contribute to or speak at a UKEB event, contribute to paper or articles for events or publication, request a publication, subscribe to press releases or

updates, provide a consultation response or participate in our research activities such as surveys.

- 3.2. We typically collect name, contact details and professional bios in order to facilitate the stakeholder engagement. We may undertake general analysis around the stakeholder engagement in order to assess its effectiveness such as the number / frequency of publications requested by individuals.
- 3.3. We do this because stakeholder engagement informs our research work such as understanding trends and risks and identifying areas relating to international accounting standards. It also helps us build stronger relationships with our stakeholders.
- 3.4. For any stakeholder events and UKEB's public Board meetings, we may record these or parts of these and share them on the UKEB website for attendees and the public to view. We may also use these events to draft reports after the events.

Endorsement of international accounting standards

- 3.5. When we undertake activities related to the endorsement of international accounting standards, we collect personal information in order to inform, evaluate and consult, as appropriate.

4. How we use this personal information

Sharing and disclosure of information to third parties

- 4.1. We may share and disclose information about you in the following circumstances:
- 4.2. *Vendors, consultants and other service providers* – We may share your information with third party vendors, consultants and other service providers who are working on our behalf and require access to your information to undertake that work (e.g. to provide event-related support; conduct surveys etc.);
- 4.3. *Compliance with laws and furtherance of our statutory functions and objectives* – We may disclose your information to a third party or another authority where we are legally required to do so in order to comply with any applicable law, regulation, legal process or government request or in the proper exercise of our statutory functions;
- 4.4. *Vital interests and legal rights* – We may disclose information where we believe it necessary in order to protect the vital interests of any person, or to exercise, establish or defend our legal rights;
- 4.5. *Transfers* – We may share or transfer your information in connection with, or during negotiations of, any restructuring or reorganisation of the UKEB;
- 4.6. *Surveys, Consultations and Market Research* – We may publish consultations, research papers and surveys on our website. Where possible, we try to remove personal information that is not necessary for the publication;
- 4.7. *Engagement and Influencing* – We may share this information with other endorsement bodies or third parties as permitted by law or applicable procedures; and

- 4.8. *Events/Public Board Meetings* – As outlined above, we may share recordings of our events or reports with attendees or on our website for the public to access.

Legal basis for processing personal information (UK individuals only)

- 4.9. If you are an individual located in the UK, our legal basis for collecting and using the personal information described above will depend on the personal information concerned and the specific context in which we collect it. For example, some of our stakeholder engagement work is necessarily done in the public interest and statutory functions relating to the adoption and endorsement of international accounting standards under ‘*Statutory Instrument 2021 No. 609 The International Accounting Standards (Delegation of Functions) (EU Exit) Regulations 2021*’.
- 4.10. However, we will normally collect personal information from you only (i) where the processing is in our legitimate interests and not overridden by your rights, (ii) where we have your consent to do so, (iii) where the processing is necessary for the performance of a task carried out in the public interest or in the exercise of our official authority as a regulator, or (iv) where the processing is necessary for compliance with a legal obligation to which we are subject.
- 4.11. If we collect and use your personal information in reliance on our legitimate interests (or those of any third party), this interest will normally be to respond to your queries. We may have other legitimate interests and if appropriate we will make clear to you at the relevant time what those legitimate interests are.
- 4.12. If you have questions about or need further information concerning the legal basis on which we collect and use your personal information, please contact us using the contact details provided under the “How to contact us” heading below.

5. International Transfers, Security and Data Retention (International transfers)

- 5.1. Information collected in performance of our statutory functions if necessary could be transferred outside of the UK, for example, to other government agencies and/or organisations involved in the development of accounting standards. We will protect your information in accordance with this Stakeholder Engagement Privacy Notice wherever it is processed. We would also take steps to ensure that information is processed in accordance with applicable data protection laws such as implementing safeguards like Standard Contractual Clauses with third parties where applicable. Further details on these safeguards are available upon request from the UKEB.

Security

- 5.2. We use appropriate technical, organisational and administrative measures to protect any personal information we process, for example implementing access controls and redacting personal information where relevant.

Data retention

- 5.3. We retain personal information we collect from you where we have an ongoing legitimate need to do so or to meet our legal requirements or in exercising our official authority.

- 5.4. When we have no ongoing legitimate need to process your personal information, we will either delete or anonymise it or, if this is not possible (for example, because your personal information has been stored in backup archives), then we will securely store your personal information and isolate it from any further processing until deletion is possible.
- 5.5. For further information on our data retention policy/processes, please contact us using the contact details provided under the "How to contact us" heading below.

6. Your Data Protection Rights

- 6.1. If you are a resident of the UK, you have the following data protection rights:
 - 6.1.1. You have the right to be informed about how and why we collect and use your information. This Stakeholder Engagement Privacy Notice forms part of our work to inform you about the information we hold about you and how we use it.
 - 6.1.2. In addition, you can object to processing of your personal information, ask us to restrict processing of your personal information or request portability of your personal information. Again, you can exercise these rights by contacting us using the contact details provided under the "How to contact us" heading below.
 - 6.1.3. Similarly, if we have collected and process your personal information with your consent, then you can withdraw your consent. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal information conducted in reliance on lawful processing grounds other than consent.
- 6.2. If you have a complaint or concern about how we are processing your personal information, we would appreciate the chance to deal with your concerns before you approach the Information Commissioner's Office (ICO). Please contact us in the first instance, then we will endeavour to address such concern(s). However, if you would like to send your complaint/concerns to ICO directly, please visit the ICO website (<https://ico.org.uk>).
- 6.3. We respond to all requests we receive from individuals wishing to exercise their data protection rights in accordance with the provisions, restrictions and exemptions set out in applicable data protection laws.

7. Other important information

Changes to our Stakeholder Engagement Privacy Notice

- 7.1. If we change our Stakeholder Engagement Privacy Notice, we will post those changes on this page in addition to updating the "Last Updated" date at the top of this document. If we make material changes, we will notify you more directly, for example by posting a notification or message on our website or by emailing you prior to such changes taking effect. We encourage you to review this Stakeholder Engagement Privacy Notice regularly to stay informed of the latest modifications.

How to contact us

- 7.2. The UKEB is the data controller of personal information processed in performance of its activities and is registered with the Information Commissioner's Office under number ZB116742.
- 7.3. If you have any questions, comments or concerns about this Stakeholder Engagement Privacy Statement, then please contact us or our Data Protection Officer as follows: privacy@endorsement-board.uk or UKEB, 8th Floor, 125 London Wall, London EC2Y 5AS.