

Personal information held	Why is the data processed and what do we do with it?	What is the lawful basis for processing?	Potential transfer to third parties	Sensitive?	What are the grounds for processing sensitive data
First Name (Contact)	We use personal information in the following situations when you subscribe to receive Marketing information from us: provide any information and services that you have requested; manage our relationship with you (for example customer services and support services) monitor, measure, improve and protect our content, website, applications, products, services, and information that you have requested from us; provide you with any information that we are required to send you to comply with our regulatory or legal obligations; deliver marketing, newsletter or other	Consent - we process this information through explicit consent. This process is managed via a form from our website, our CRM System Salesforce and our Email Management System Campaign Monitor. It provides evidence of opt-in to receive communications. It also captures and inacts any unsubscribe activity at a later date.	No	No	N/A
Last Name (Contact)			No	No	N/A
Board Member (Contact)			No	No	N/A
Current Member (Contact)			No	No	N/A
DS Lead Signatory (Contact)			No	No	N/A
Email (Contact)			No	No	N/A
Volunteering Groups (Contact)			No	No	N/A
Area of activity (Organisation)			No	No	N/A
Local authority (Organisation)			No	No	N/A
Type (Organisation)			No	No	N/A

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UR6 code (Organisation)			No	No	N/A
Account Name (Organisation)			No	No	N/A
StrakerID (Organisation)			No	No	N/A
Est. Annual Income (Organisation)			No	No	N/A
List preference: Our Newsletter (General)			No	No	N/A
List preference: Disclosure Services information			No	No	N/A
List preference: Training & liV information.			No	No	N/A

Personal information held	Source	Electronic/Paper based?	Where held?	PN	Retention period
First Name (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Last Name (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Board Member (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Current Member (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
DS Lead Signatory (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Email (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Volunteering Groups (Contact)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Area of activity (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Local authority (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Type (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)

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Account Name (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
StrakerID (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
Est. Annual Income (Organisation)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
List preference: Our Newsletter (General)	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
List preference: Disclosure Services information	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)
List preference: Training & liV information.	Campaign Monitor; Salesforce	Electronic	Volunteerscotland.create send.com; Salesforce.com	https://www.volunteerscotland.net/privacy-notices/privacy-notice-marketing-recipients/	We will retain your personal data for 2 years from the last email account activity (i.e. an email opened)