

Please ensure you have been provided with our ([general privacy notice](#)) for collecting personal information. You can also see our ([privacy statement](#)) on our website for further details on how we collect, use, share and store personal information.

Specific processing purposes and legal basis, etc:

Glasgow Young Scot Card/National Entitlement Card Photo Referee



(controller) who we are:

Glasgow Life, the operating name of Culture and Sport Glasgow, is the controller of personal information collected by us that is necessary for our processing purposes. See [contact us](#) for details of our data protection officer.



Specific (purposes) why do we need your personal information and what do we do with it?

(1) You provide your name, and details of your job, employer and work contact number to be processed so that you can act as a photo referee for an individual who has applied for a Glasgow Young Scot or National Entitlement Card. Your details will normally be held in an electronic filing system. It will be necessary for a member of Glasgow Life staff to contact you in order to establish your relationship to the applicant and verify the information provided.



Specific (legal basis) for using your information:

(1) Processing your personal information is necessary for the performance of a task carried out in the public interest by Glasgow Life in terms of the Local Government in Scotland Act 2003

You can see a summary of how [your rights](#) are implemented for each [legal basis](#) used at: www.glasgowlife.org.uk/privacy-rights



(more information):

You can find more information about how we handle your personal information at: www.glasgowlife.org.uk/privacy. If you need help in another format e.g. large print, braille or audio, please ask a member of staff, contact us or visit: www.glasgowlife.org.uk/accessibility



(contact us):

You can contact our data protection officer about any data protection matter by post at this address: c/o Data Protection, GCC, City Chambers, George Square, Glasgow G2 1DU, United Kingdom; by email at: dataprotection@glasgow.gov.uk; and by telephone on: 0141 287 1055.