



Privacy Policy

Our Privacy Policy describes the categories of personal data we process and for what purposes. We take your privacy seriously and are committed to collecting and using data fairly and in accordance with General Data Protection Regulations (GDPR) and the Data Use and Access Act 2025 (DUAA)

This policy provides up to date information on how we use your data and your rights around this. We will update this Privacy Policy if we make any significant changes affecting how we use your personal information, and if so, we will contact you to let you know about the change.

About us

We are what is known as the “controller” of the personal information we gather and use. When we say “We” or “Us” we mean PFA Scotland.

How we use your personal information

Information we hold

To become a member of PFA Scotland you must complete a membership form; by signing this form you are agreeing to the following:

The information from your membership form will be stored on our members database. Primarily your information will be used to enable us to carry out our function as a trade union, provide membership services and comply with certain statutory obligations.

All PFA Scotland employees will have access to your information and will access this in line with GDPR legislation and the DUAA. PFA Scotland will use your email address / telephone number to contact you regarding PFA Scotland business and to let you know about members benefits etc. Your financial information will be shared securely with our Direct Debit bureau who will use this information to deduct monthly / annual membership payments.

We need the information we hold on you to be accurate and up to date. Please help us by informing us promptly of any changes to your details or playing circumstances.

Our website uses essential functional cookies and low risk analytic cookies to improve user experience only.

Sharing and transferring personal information

PFA Scotland will only share your information with PFA Scotland employees and our Direct Debit Bureau.

Where your data is processed by our service provider (e.g. direct debit bureau) we ensure it is protected in line with UK GDPR and the DUAA.

We will not share your personal information with anyone else outside the organisation, except where:

- We are permitted to do so by law
- We have a public duty to disclose the information
- We have your consent to do so

We will never share your information with business partners for marketing purposes

Protecting your information

PFA Scotland have appropriate technical and organisational measures in place to protect your information. We store and hold all information in line with GDPR Legislation and the DUAA.

How long we keep your information

We retain membership information for 3 years after membership ends to comply with regulatory requirements and to manage post membership queries, after which it is securely destroyed

Keeping your personal information up to date

You can change your personal information by logging into the members website area and updating or by emailing any changes to info@pfascotland.co.uk

Your Privacy Rights & Access to your personal information

Under GDPR legislation you are entitled to a copy of the personal information PFA Scotland hold on you and have any inaccuracies in your personal information corrected. You also have the right to object to how we use your personal information.

You can submit a Subject Access Request (SAR), and we will respond within 30 calendar days. Under DUAA we may request further information to clarify your request and pause the response time until received.

SARs should be submitted by writing to us at the address below or emailing info@pfascotland.co.uk advising of your request and providing evidence of your identity.

PFA Scotland Data Protection Officer
2 Woodside Place
Glasgow
G3 7QF

Complaints

You can submit complaints by emailing the Data Protection Officer info@pfascotland.co.uk or by clicking [here](#) and completing the online form.

You can also make a complaint to the Information Commissioner's office. Details of complaint process can be found here <https://ico.org.uk/>

Your right to withdraw consent

If you have given us your consent to use your personal information, you can withdraw this at any time by emailing info@pfascotland.co.uk with your request

DUAA Compliance Statement

PFA Scotland complies with the Data Use and Access Act 2025, which enhances data protection in areas such as:

- Complaints handling

We are committed to upholding your rights under both GDPR and DUAA.