

To: 'McCutcheon, Joanne'[Joanne.McCutcheon@detini.gov.uk]
From: Keith Avis
Sent: 2013-01-15T13:43:59Z
Importance: Normal
Subject: RE: RHI Application form - privacy policy
Received: 2013-01-15T13:44:00Z

Joanne

Thanks, yes I appreciate that we have this wording built into the application form, but there is a more detailed two page privacy policy sheet that our legal team are working on today that will look to address the particular requirements we have discussed. Having said that, I have asked Marcus to come back to me with a view on your email and will come back to you when I have received that.

Keith

From: McCutcheon, Joanne [mailto:Joanne.McCutcheon@detini.gov.uk]

Sent: 15 January 2013 12:21

To: Keith Avis

Cc: Lindsay Goater; Gregor Stenhouse; Jacqueline Balian; Mary Smith; Hutchinson, Peter; Hepper, Fiona; Marcus Porter; Michelle Murdoch
Subject: FW: RHI Application form - privacy policy

Keith

Further to our discussion.

The application form (attached) already includes a Privacy Policy on pg 37, detailed below. Does this not already cover you to release the details of the person who has applied?

Joanne

Privacy Policy

The information you give to us in this form and any documents you provide will be used by Ofgem to process your application for accreditation for the Renewable Heat Incentive Scheme. This information will be held and processed in accordance with the Data Protection Act 1998. The Data Controller is Ofgem and the nominated representative is the Head of Information Management.

We must protect the public funds we handle, so we may use the information you have given us to prevent and detect fraud. As part of this process, your information may be supplied to a Credit Reference Agency to make sure the information you have given us is correct. We may also share this information, for the same reasons, with other government organisations involved in the prevention and detection of crime.

In addition, we may use your information, or disclose it to our agents, representatives or successors, or to other public bodies or third parties, for the following purposes:

- to carry out Ofgem's administrative functions in relation to the Renewable Heat Incentive Scheme;
- to enable us to inform you about, or provide literature or services about renewable heat and/or the Renewable Heat Incentive Scheme;
- to carry out statistical analysis or research and development in relation to the Renewable Heat Incentive Scheme;
- to provide information or data in relation to the Renewable Heat Incentive Scheme on an aggregated or non-attributable basis; and
- for any of the purposes permitted by the Data Protection Act 1998.

Details of an accredited installation, including its location, technology type, installation capacity, accreditation date and payments received will be freely available to the general public. All other information provided to Ofgem, including your account security information (user name and password) will be kept confidential.

By agreeing to these Terms and Conditions and (where applicable) using the website, you are consenting to the processing of any information provided for these purposes and to the publication of certain information as set out above.

Peter Hutchinson

Renewable Heat

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