

Olympic Torch Relay nomination process privacy policy

We are committed to respecting and protecting your privacy.

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Introduction

We are committed to respecting and protecting your privacy.

This Privacy Policy sets out the measures taken by us, The London Organising Committee of the Olympic Games and Paralympic Games Limited (or 'LOCOG'), to protect your private information. We explain below the way in which we collect and use your information and personal data for the nomination process to select torchbearers and for participation in the London 2012 Olympic Torch Relay (the 'Torch Relay').

When you submit your information to torchbearernominations.london2012.com (the 'Site') or contact the Contact Centre (0800 111 6448), you consent to the use (including transfer) of the information you provide to LOCOG as described below.

What information do we collect, and how do we collect it?

We collect information voluntarily submitted by you (for example, via online or offline nomination forms, by telephone or through email correspondence), such as your name, contact details, your 150 words about why the nominee is so inspirational (your nomination story) and any other information reasonably required by us. If you contact us, we may keep a record of that correspondence (including recording any calls with the Contact Centre) and, if so, shall treat that as information provided by you.

When you visit the Site, our web servers automatically collect certain data that your web browser sends whenever you visit any website, such as your IP (Internet Protocol) address and information relating to which pages have been viewed (for example, using cookies as described further below).

Information provided to us by children

We are strongly committed to protecting the online privacy of children. We encourage parents and guardians to monitor their children's use of the internet. During the course of the nomination process, we seek parental/guardian consent for any child between the ages of 12 and 18 to confirm their voluntary acceptance of (i) the terms and conditions of the torchbearer nomination process; and/or (ii) if successful in the ballot, the participation terms for the Torch Relay. Where a child is providing us with information, it is the responsibility of each parent/guardian to supervise them.

Information provided by someone else about you

Our application process involves someone (the nominator) nominating a person as a potential torchbearer (the nominee). We will use the details provided by the nominator about the nominee for the purposes of selecting torchbearers (including to contact the nominee directly). In order to ensure that nominees are aware that information about them is being provided to LOCOG, we ask nominators to:

- obtain the permission of the nominee to (i) nominate them; and (ii) supply their personal details, including the nomination story, for the nomination process; and
- explain the application process to the nominee (including the fact that we may contact them directly).

If successful in the ballot, we will ask nominees to confirm the accuracy of the information which their nominator provided.

Diversity and Inclusion

We are committed to creating a diverse and inclusive Olympic Games and Paralympic Games. During the nomination process we will request for information about your nationality, gender, disability, ethnicity, sexual orientation and religious belief. Providing the information is optional but will help us monitor how we are doing. The information will be anonymised and processed for statistical purposes.

How do we use your private information?

You agree that we may use your information for the following purposes:

When you submit a nomination form (either online or via the Contact Centre), we will use your information (including any information provided by the nominator about the nominee and any information provided through any subsequent correspondence with us), in accordance with the terms and conditions of the torchbearer nomination processes, for the processing of your application and organising the Torch Relay.

If you are a nominator, this includes:

- Contacting you to let you know whether the nominee has been successful at various stages of the nomination process;
- Validating the information you provide about the nominee, through relevant independent sources; and
- Providing your nomination story to the judges so that they can carry out the judging process; and
- When you accept the terms and conditions of the torchbearer nomination process, you agree:
 - (i) to be filmed, televised, photographed and/or otherwise recorded in connection with the Torch Relay. LOCOG, the International Olympic Committee and selected third parties, including the commercial partners of the Torch Relay shall be permitted to use such films, photographs and recordings and your image and likeness for the purpose of promoting and publicising the Torch Relay, the London 2012 Games, future Olympic Games and the Olympic and/or Paralympic movements more generally; and
 - (ii) where you agree by ticking the box on the nomination page, you agree that in addition to the right to use any image of you and the nomination story that you have provided, we can also use your first and last name and home town to publicise the Torch Relay in print and electronic media, including on the London 2012 website.

If you are a nominee (including where you have nominated yourself), this includes:

- Contacting you to let you know whether you have been successful at each stage of the nomination process;
- Validating the information provided about you (either by you or by your nominator) through relevant independent sources;
- Providing information about you to selected third parties (such as Local Authorities) who might contact you for the purposes of organising the Torch Relay;
- Providing information about you to the Criminal Records Bureau and Olympic Security Directorate in order to carry out any necessary background and/or security checks; and
- When you accept the participation terms, you agree:
 - (i) to be filmed, televised, photographed and/or otherwise recorded in connection with the Torch Relay. LOCOG, the International Olympic Committee and selected third parties, including the commercial partners of the Torch Relay shall be permitted to use such films, photographs and recordings and your image and likeness for the purpose of promoting and publicising the Torch Relay, the London 2012 Games, future Olympic Games and the Olympic and/or Paralympic movements more generally; and
 - (ii) where you agree by ticking the box on the nomination acceptance page, you agree that in addition to the right to use any image of you and your nomination story, we can also use your first and last name and home town to publicise the Torch Relay in print and electronic media, including on the London 2012 website.

The information that we collect from you will be transferred to, and stored in, the United States for processing by our email administration company who sends out email communications on behalf of LOCOG. This company is legally obliged to protect your information just as if we held the information ourselves. If you submit your information and accept the terms and conditions of the torchbearer nomination process, you specifically consent by doing so to such transfer, storing or processing. We shall continue to ensure that your data is treated securely and in accordance with the Data Protection Act 1998.

We may transfer your private information in the event of a transfer of ownership of the Site or of LOCOG.

We will use anonymous information, like your IP address, to compile statistics, to assess the usage of the Site and to customise the Site's content, layout and services. This will allow us to improve the Site and the services provided through it.

Apart from the purposes described above, we shall only use the information that you provide to us for the purposes described at the point of collection or to manage risks and incidents relating to the London 2012 Olympic Games and Paralympic Games and for purposes that are otherwise legally permitted.

Data protection compliance

We shall collect, store and use your personal data in a manner that is compatible with the Data Protection Act 1998 (the 'Act'). We shall endeavour to keep your information accurate and up-to-date. If you submit a nomination form and accept the terms and conditions of the torchbearer nomination process, you consent by doing so to our processing of the information that you submit for the purposes described in this Privacy Policy.

The Act gives you the right to access information held about you, which can be exercised in accordance with the Act. You can (if you pay a small fee to cover administrative expenses) request a copy of information held about you by us at any time by sending a [written and signed request](#) to the [LOCOG Data Protection Officer](#).

When we are required to disclose information

We shall disclose your private information if we reasonably believe that we are required to do so by law, regulation, court order or any competent governmental, statutory or public authority or to protect our rights and property or the rights and property of any other official London 2012 organisations, of our licensors or of the public. We may also cooperate with a law enforcement agency in any official investigation, and we may disclose your private information to that agency in doing so.

Cookies

A cookie is a small file containing an identity code. Your computer accepts the cookie and stores it. When you next visit the Site, the code is retrieved, allowing you or your computer to be recognised.

You will only receive a cookie from this Site if you change the style sheet (for example if you change the font size or if you select the dyslexia style sheet or the high visibility style sheet); the next time you visit the Site, the same style will be applied. By changing the style sheet, you consent to the use of this cookie.

If you wish to stop your computer accepting cookies, go to the help section of your internet browser (such as Internet Explorer or Firefox), where you will find information on how to do this.

Other websites

The Site may contain links to other websites which are outside our control and are not covered by the terms of this Privacy Policy.

If you access other websites using the links provided, the operators of those websites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours.

The privacy policy for the main London 2012 website (www.london2012.com) can be found here: [Privacy policy](#).

Security of your private information

Once we have received your private information, we shall endeavour to protect it by using physical, managerial and technical procedures and security features to try to prevent unauthorised access to it. All information you provide to us is stored on our secure servers.

We cannot, however, guarantee the security of any private information provided to us in an email or in online form while it is being transmitted to us, as the internet is a potentially non-secure method of information transfer. Any such transmission is at your own risk.

Subject to our obligations under the Act, we do not accept any responsibility for any loss, disruption or damage to your data or your computer system which may occur while using interactive features of the Site.

As best practice, we also strongly recommend that you regularly run an anti-virus programme on all material downloaded from the internet.

Updating your information and opting out

You can, at any time, contact the Contact Centre (0800 111 6448), or the [Data Protection Officer](#) to update, withdraw or delete your contact details.

However, you will still receive emails about other London 2012 events where you have specifically requested to do so.

If you are a nominator, your nominee and the story you have provided about them will remain part of the nomination process.

You can unsubscribe from communications you receive about other London 2012 events by clicking on the option to unsubscribe on the relevant London 2012 web page or by clicking on the relevant link in any email.

Updates to this Privacy Policy

If we update or otherwise change this Privacy Policy, we shall post the changes on this page and indicate at the top of this page when this Privacy Policy was last updated. Your continued use of the Site indicates your agreement to any such changes.

Language

Please note that this Privacy Policy and any privacy notices displayed on the Site ('Privacy Documents') have been drawn up in the English language and shall be interpreted in the English language. If this Privacy Policy (or any part of it) is translated into any other language and there is any conflict in meaning between the English language version and such translated version, the English language version shall prevail in all respects.

How can you contact us?

We welcome your views about the website and our Privacy Policy. You can [contact us](#) with any queries, complaints or comments.