



## Byelaw 30 Permit to Fish for Lobster, Crawfish, Crab, Prawn and Whelk

For Permit Valid from 1<sup>st</sup> January 2018 to 31<sup>st</sup> December 2018.

Once complete return to 1, Preston Street, CARNFORTH, Lancashire, LA5 9BY

Or email to: [Office@nw-ifca.gov.uk](mailto:Office@nw-ifca.gov.uk)

### 1. Your Details

All applicants must complete this section.

1a. First Name

1b. Surname

1c. Address (including postcode)

1d. Telephone Number

1e. Mobile Number

1f. Email

1g. Area to be fished

1h. Permit Sticker

<input type="checkbox"/>	Tick the box if you require a new Permit Sticker
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### 2. Your Signature

By signing, you declare that the information you have supplied on this form is correct.

2a. Signature

2b. Date

Office Use Only	Date of Issue	Date of Expiry
Permit Number:		

## Privacy Notice

### Who are we?

North Western Inshore Fisheries and Conservation Authority (North Western IFCA) was formed in 2011 to manage the sustainable exploitation of sea fisheries resources within the North Western IFCA district. The district spans from the Welsh Border in the Dee Estuary to the Scottish Border in the Solway Firth. The area covered includes coastal Council landward areas and sea areas up to 6 nautical miles off shore.

### What legal reason is my data processed for?

We have a duty to manage the sustainable exploitation of inshore fisheries resources and to create and enforce byelaws under the Marine and Coastal Access Act 2009. In order to manage the permit system established in Byelaw 30 we need to process your personal data.

### What will my information be used for?

Your information will be used to administer your Byelaw 30 permit, Byelaw 30 enforcement and to contact you regarding the management of fisheries relating to your Byelaw 30 permit.

### Will my information be shared with any third party?

We only disclose the information provided in this application form to other statutory agencies or organisations for the prevention and detection of crime.

### How is my information held?

Your physical application form and supporting will be held under lock and key.

A digital copy of the information provided is held on the secure North Western Inshore Fisheries and Conservation Authority's permit database that is hosted by the Lake District National Park Authority.

### How long will my information be held for?

Your application form will be destroyed within one month of the permit expiring.

Incomplete application forms will be one month after the expiry of the permit that was applied for.

The digital record will be retained for 7 years after your last permit expires. Following this a reduced record of name, permit, town and postcode will be held on record.

### Who do I contact about the information you hold?

If you would like to access any of the information we hold about you or you have concerns regarding the way we have processed your information please contact:

By post: Dr Stephen Atkins, NWIFCA, 1 Preston Street, Carnforth, LA5 9BY

By email: [office@nw-ifca.gov.uk](mailto:office@nw-ifca.gov.uk)

If you wish to raise a complaint, we would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right.

If you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's Office.