LINK Terms and Conditions of Using the LINK website

Use: an individual’s access to and use of the LINK website, www.scotlink.org, is acceptance to be legally bound by the terms given.

Variation: LINK may make changes to the LINK website, including these terms, at any time.

Individuals accessing the LINK website will be legally bound by the amended or revised terms from the first time they use the website after the changes are made online.

Individuals accessing the LINK website should check the terms regularly.

Availability: LINK excludes any liability howsoever arising should its website be unavailable at any particular time.

Accuracy and liability: LINK makes every effort to ensure that the information available on its website is accurate, but LINK does not accept any liability for losses foreseen, unforeseen, unforeseeable, known, unknown or other, if it is not.

Copyright and Intellectual Property Rights: The legal rights in all text and images are owned by Scottish Environment LINK, or for example in the case of logos by its member organisations, or for example in the case of images used in document listings by the photographer/copyright owner specified, or for example in the case of images used in the banner images used in the webpage header by www.frogwell.com.

Information may be downloaded or printed from the LINK website only for personal, non-commercial use, and only if its source is acknowledged.

The text, logos or images must not be used without first obtaining written permission from LINK or the copyright owner(s). Any unauthorised use will be dealt with appropriately by LINK.

Linking: LINK cannot be responsible and/or accept liability for the content of any linked website. Other websites link to the LINK website at their own risk. LINK reserves the right to move or change its website urls at any time.

LINK Policy on Data Protection Act

The information Scottish Environment LINK holds is used by LINK for administration purposes only and in accordance with the provisions of the Data Protection Act. LINK’s data processing activities have been notified to the Scottish Information Commissioner.

LINK will regularly periodically give members, supporters, subscribers and employees the opportunity to review and update or correct their personal data.

LINK will regularly periodically give members, supporters, subscribers and employees the opportunity to give consent for the use of their personal data.

LINK will take steps to ensure that personal data is protected from unauthorised access and disclosure, internally and externally.

LINK will limit the use and collection of personal data to that which is needed to undertake its charitable purposes. LINK will advise members, supporters, subscribers and employees on the intended use of their personal data at the point of collection.

LINK will never pass on, or sell, personal details to third parties for marketing or other purposes, however LINK may provide your contact details to other relevant LINK member organisations when it is needed to undertake its charitable purposes.
LINK Policy on Publications

LINK’s publication statement gives details of the types of publications it makes publically available, how to access LINK publications and whether any charges apply, and in summary this includes:

**Name of person to contact about publications:** LINK Chief Officer

**Methods of contact:** Email: enquiries@scotlink.org.
Telephone: 01738 630804
Post: 2 Grosvenor House, Shore Road, Perth PH2 8BD

**Type of publications publically available:** annual report, LINK strategy, tri-annual newsletter, LINK reports, position statements, consultation responses, parliamentary briefings.

**Charges for publications:** Pdfs downloadable from the LINK website are free of charge. Print copies which are posted to the enquirer cost £5.00 each.

**Openness:** LINK is committed to developing openness within its activities so that its members, other stakeholders and the general public understand fully its objectives and its work towards achieving its objectives.
To this end, LINK will endeavour to make as much information as possible available on its website; to make it as easy as possible to find information on its website; will welcome feedback on its website; will communicate using the principles of ‘Plain English’; and will produce information appropriate for different readerships.

Equal Opportunity and Diversity Policy

Scottish Environment LINK aims to integrate equal opportunity and diversity into all of its activities.
LINK does not tolerate discrimination of the ground of gender, race, age, disability, religion and belief, sexual orientation or other distinction and is committed to working in positive ways to promote understanding, equality and inclusiveness.
LINK aims to give all in contact with LINK, whatever their relationship to LINK, fair and equal treatment.
LINK has or is working towards having policies on the management of human and other resources, operations, communications and recruitment.

Policies Reviews

LINK will regularly review the functioning of its policies and the results of such reviews will be available on request.