

**FOOD SAFETY WAIVER FORM**

**Contact information**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Society/Event |  | Name of Event Organiser |  |
| E-mail   |  | Phone number |  |

 **Event information**

|  |  |  |  |
| --- | --- | --- | --- |
| Date(s) of event(s) |  | Event Location |  |

**CATERING WAIVER**

* I understand that Robert Gordon University will not be liable for any illness resulting from provision of food served at the event.
* I agree to take all necessary precautions throughout the purchase, preparation, storage and service of food at the event to ensure that the self-catered event will be compliant under the terms Food Safety Act 1990.
* I understand that all attendees will be made aware that the event will not be supported by the University’s Catering Provider and that the organiser of the event will not be covered by the University’s insurance policy.
* I understand that that it is my responsibility to maintain the cleanliness of the area including the disposal of unused food and rubbish.

RGU:Union is committed to processing personal data in accordance with its responsibilities under the General Data Protection Regulation (GDPR).

Personal data is any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier, including a name. If it is possible to identify an individual directly from the information being processed, then that information may be personal data.

The lawful bases for processing are set out in Article 6 of the GDPR. At least one of these must apply whenever we process your personal data. In the case of the Food Safety Form, we process data on the basis of Consent. By providing the data in this form, you are giving clear consent for this data to be processed for the purpose of the form.

**I confirm by providing this data I am giving consent for it to be processed for the purpose of this form.**

Signed: ………………………….............. Print name: ……………………………………………..

Date: …………………………………………….

**Notes**

* This form must be completed & returned 7 days prior to the date of the event if you wish to bring in food.
* RGU is unable to provide any kitchen, food preparation facilities or equipment for self-catered events.

For more information on the lawful basis on which we process personal data in particular instances, how long it is stored for, whether it is shared with any other parties and your rights regarding accessing your personal data, see our Privacy Statement and Member Data Retention Guide.