



FIFTH TASTE FILMS



DATA PROTECTION POLICY: April 2026

1. INTRODUCTION

- 1.1 This Data Protection Policy explains how **FIFTH TASTE FILMS** (“we”, “us”, “our”) collects, uses, stores and protects Personal Data. If we do not handle Personal Data properly, we risk damaging trust and confidence in our business and exposing ourselves to fines.
- 1.2 The Policy applies to all Personal Data we process during our activities across productions, offices, studios, and on-location environments, including Personal Data processed for production, business, HR, finance, compliance, and operational purposes.
- 1.3 This Policy covers all employees, workers, volunteers, interns, freelancers, contractors, customers, funders, suppliers, business contacts and other individuals whose Personal Data we process, known as Data Subjects in the legislation and this Policy.
- 1.4 This Policy aligns with the UK GDPR, the Data Protection Act 2018, and other applicable data protection laws.



DETAILS

2. CONTACTS AND DEFINITIONS

Us **FIFTH TASTE FILMS LTD**

Level 5A

Maple House

149 Tottenham Ct Rd, London,

United Kingdom, W1T 7NF

Company no: 17078799

Our Contact Details address as above / Email for Data protection : Donna@fifthtastefilms.com
M: 07967594964

Our Senior Executive Donna Blackburn MD



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Data Subject	a living, identified or identifiable individual. Data Subjects may live or work in any country.
UK GDPR	is the UK's version of the General Data Protection Regulation (<i>EU 2016/679</i>) as defined in the Data Protection Act 2018. Personal Data is subject to the legal safeguards specified in the UK GDPR.
Personal Data	refers to any information that identifies a Data Subject or relates to a Data Subject that we can link to them (either directly or indirectly). Personal Data includes Special Categories of Personal Data but does not include anonymous data or data from which an individual's identity has been permanently removed. Personal data can be factual (such as a name, email address, location, or date of birth) or an opinion about that person's actions or behaviour.
Special Categories	information revealing racial or ethnic origin, political opinions, religious or similar beliefs, trade union membership, physical or mental health conditions, sexual life, sexual orientation, or biometric Personal Data.
Privacy Notices	Specific notices setting out detailed information about the processing of Personal Data. Privacy Notices may be standalone statements relating to the processing of Personal Data for a specific purpose or general statements for groups of individuals (for example, users of our website).
ICO	the Information Commissioner's Office, being the body that publishes guidance on data protection and enforces the law. Details are published at www.ico.org.uk



DATA PROTECTION PRINCIPLES

3. OUR COMMITMENT TO THE UK GDPR DATA PROTECTION PRINCIPLES

- 3.1 We will comply with the principles set out in the UK GDPR relating to the processing of Personal Data. We will:
- (a) process Personal Data lawfully, fairly, and transparently;
 - (b) only collect Personal Data for specified, explicit and legitimate purposes;
 - (c) minimise the Personal Data we process, making sure it is adequate, relevant, but limited to what is necessary;
 - (d) take steps so that the Personal Data we process is accurate and up to date;
 - (e) only keep the Personal Information for as long as necessary;
 - (f) protect Personal Data from unauthorised or unlawful processing, and accidental loss, alteration or deletion



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- (g) only transfer Personal Data to other countries if appropriate safeguards are in place; and
- (h) comply with any requests by Data Subjects who wish to exercise their rights.

3.2 We may process Personal Data for specific purposes:

- (a) if the Data Subject has given their informed consent;
- (b) if the processing is required under the terms of a contract with a Data Subject;
- (c) so that we can comply with our legal obligations;
- (d) to protect a Data Subject's vital interests (for example, in a health emergency);
- (e) to pursue the legitimate interests of our business, provided that our business interests do not prejudice or override the Data Subject's rights or interests.

3.3 We will be clear which principles apply for each type of Personal Data that we process.



PROCESSING PERSONAL DATA

4. COLLECTION

- 4.1 The types of personal data we may collect include contact details, employment information, financial information, production-related data, health and safety information, diversity monitoring data and images or recordings.
- 4.2 The precise data collected will depend on the Data Subject's role and relationship with us.
- 4.3 Special Category Personal Data is processed only if a specific UK GDPR principle applies and we have put in place appropriate additional safeguards.
- 4.4 Additional details about the collection of Personal Data may be set out in Privacy Notices.

5. PROCESSING

- 5.1 Personal Data may be processed to recruit, contract and manage employees, workers and freelancers; administer payroll and finance; meet legal and insurance requirements; manage productions; ensure health and safety; and communicate essential operational information.
- 5.2 We may also process Personal Data for publicity and promotional activities if required by the terms of the relevant contract or if consent has been provided.



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6. SHARING PERSONAL DATA

- 6.1 We may share Personal Data with production partners, broadcasters, distributors, payroll providers, accountants, insurers, legal advisers, regulators and other parties essential for our production and business operations.
- 6.2 All third parties must handle Personal Data in compliance with data protection law.
- 6.3 We do not sell Personal Data.

7. DATA SECURITY

- 7.1 We use appropriate technical and organisational measures to protect Personal Data from loss, misuse, unauthorised access, disclosure or alteration.
- 7.2 Everyone must follow our internal procedures to keep Personal Data secure at all times.
- 7.3 If personal data is transferred outside the UK, we will have appropriate safeguards in place, depending on the country and the type of Personal Data being transferred.

8. DATA RETENTION

- 8.1 Personal data is kept only for as long as necessary for operational, legal, financial, archival or insurance purposes.
- 8.2 When no longer required, Personal Data is securely deleted or destroyed.



RESPONDING TO SUBJECT ACCESS REQUESTS AND DATA BREACHES

9. SUBJECT ACCESS RIGHTS

- 9.1 Individuals have the right to access, correct, delete or restrict our use of their Personal Data, the right to object to specific types of processing, and the right to complain to the ICO.
- 9.2 Any request from an individual to exercise their rights should be made in writing to Our Senior Executive.



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10. DATA BREACHES

- 10.1 All suspected data Personal Data breaches must be reported immediately to Our Senior Executive.
- 10.2 If required by legislation, the Senior Executive will ensure that the ICO is notified within 72 hours of the breach, arranging to inform affected individual if appropriate.



GOOD WORKING PRACTICES

11. COMPLIANCE WITH REGULATORS

- 11.1 We aim to improve good working practices within our sector. We will try to meet the standards set by the Creative Industries Independent Standards Authority (CIISA).
- 11.2 We will provide you with information about how we implement the Standards, and we ask that you share your feedback with us or other organisations that assist in monitoring and reviewing our processes.
- 11.3 We expect everyone to be professional and polite and ask that you report any examples of discrimination, bullying, harassment or sexual misconduct. We promise to deal with any reports sensitively and promptly.
- 11.4 Any reports will be handled in accordance with this Data Protection Policy.



NEXT STEPS

12. INFORMATION AND TRAINING

- 12.1 Additional information about our processing of Personal Data may be set out in Privacy Notices or our other Policies (for example, our policies relating to document retention).
- 12.2 We will also consider requests for data protection training on a regular basis.

We will review this policy by April 2027.