

Terms and Conditions for BBC Pitch

Background

BBC Pitch is an online system to handle content proposals from independent and in-house producers, to enable efficient responses and idea development. BBC Pitch covers ideas for original network content on TV.

Registering

BBC Pitch is designed as a business-to-business system for professional UK Production Companies wishing to submit original content ideas. To submit an idea, Production Companies must pre-register at <https://pitch.bbc.co.uk>. Your request for registration will be assessed against a pre-set list of registration criteria that is available on the BBC's Commissioning website at <http://www.bbc.co.uk/commissioning/tv/articles/pitch>

The registration criteria will be reviewed annually by a review board against the BBC's registration criteria. Approval of the registration is at the BBC's discretion.

Using the System

Before submitting a proposal, please note that:

- The BBC is a signatory to the Alliance for the Protection of Copyright Code, which sets out the behaviour of producers and broadcasters around the submission of ideas; https://www.writersguild.org.uk/images/stories/wggb-docs/APC_Code_of_Practice_2009.pdf [note the BBC is not responsible for the content of external websites].
- Proposals can only be formally considered when submitted in the system by you. This does not preclude your normal creative conversations with commissioning teams. Proposals submitted need an appropriate level of detail (as detailed in the BBC's Code of Practice http://downloads.bbc.co.uk/commissioning/site/code_of_practice.pdf) in order for us to give your idea due consideration.
- We will only engage in dialogue on ideas which interest us. Therefore you should ensure your initial proposal pitch on the system is as good a statement of your programme idea as possible. The system has a number of security safeguards to ensure that ideas are only considered by the relevant commissioning team, and selected senior management in BBC Television.

BBC Pitch Terms

Please read the following terms (the "Terms") before submitting a content proposal (a "Proposal") through this BBC Pitch system (the "BBC Pitch").

By submitting a Proposal you, the production company, or individual or partnership with production related experience, ("You") agree with the British Broadcasting Corporation ("the BBC") to the Terms and that such Terms shall apply to the submission of Your Proposal.

You should nominate someone (the "Account Administrator") to maintain and update Your company information on BBC Pitch and to create, maintain and update the list of people authorised to submit and track Proposals on Your behalf (Your "Users"). This is the key contact added during registration. The BBC has appointed an administrator of BBC Pitch ("the System Administrator") contactable at pitch@bbc.co.uk

1. Your Ownership of the Proposal

You are the originator or owner of the Proposal and have the legal right to submit the Proposal to the BBC for consideration. Should the Proposal be taken forward by the BBC, the necessary warranties to this effect will need to be provided by You.

2. Similarity of Proposals

You and those granted to access to your account, acknowledge that the BBC receives a large number of ideas from different sources and may already be considering similar or identical ideas. You acknowledge that the BBC may be producing or may have already produced ideas similar to Your Proposal.

3. Offensive Material

The BBC reserves the right to delete any Proposals which are judged offensive, defamatory or libellous. The BBC also reserves the right to automatically reject a Proposal which is substantially incomplete or a duplicate.

4. Consideration of the Proposal

You accept that the BBC may discuss any Proposals with its employees in commissioning, marketing and channel/service management, in order to evaluate its suitability for the BBC.

Any Proposal submitted may be considered for any BBC public service (as defined under the BBC's Charter) and is not limited to those services identified on the original Proposal.

The BBC may transfer data from Your Proposal onto internal IT systems for further consideration in the development and commissioning process.

5. The BBC's Intellectual Property Rights

By considering Proposals, the BBC shall not adversely affect any copyright, trademark or other intellectual property rights it may already have or which it may seek to assert in the future.

6. Sending Your Proposal to an appropriate commissioning team

If a Proposal is submitted which is not suitable for the receiving commissioning team they may, in rejecting it, suggest a more appropriate commissioning team to consider it, for you to submit your idea to.

7. Retention of Proposals & Physical Materials

Your Proposal will be archived once a final decision is taken (i.e. approve/reject). After this point it will be archived and maintained in a dormant format until such time that there is no longer a business need to retain the Proposal. After such time the Proposal will be destroyed, in order to meet the BBC's regulatory reporting requirements and in case of any complaint. Whilst archived in this form, full details of the Proposal can be accessed via the BBC's Admin Support team by Yourself and BBC senior management. It cannot be re-activated in any form without written permission from You or re-submission by You as a new Proposal.

The BBC is not obliged to return physical materials (including but not limited to tapes, electronic files, scripts and DVDs) submitted with Your Proposal and it is Your sole responsibility to keep duplicates of any materials submitted to the BBC.

If Your Proposal is not commissioned, any associated physical materials may be archived by the commissioning teams and/or destroyed.

If any materials that You submit are original materials (i.e. materials which cannot be duplicated) You should identify this when You submit them. If You request their return within a reasonable period of any rejection of the Proposal (which would usually be considered to be one month from notification) the BBC will use its reasonable endeavours to return them to You.

8. Liability

The BBC cannot accept any responsibility or liability for any damage, loss, injury or disappointment suffered by You as a result of Your submission of the Proposal.

In addition, the BBC is not responsible for any problems or technical malfunction of the BBC Pitch System (including but not limited to telephone networks or lines, computer systems or equipment, servers, system providers, software failure or traffic congestion on the internet, telephone lines or at any website, or that this BBC Pitch System will be uninterrupted or free of viruses or bugs) and/or any injury or damage to Your or any other person's computer or mobile telephone through Your use of this BBC Pitch System.

You should ensure that Your Proposals and Registration requests are submitted in good time for any commissioning deadlines. The BBC cannot be held responsible if a failure of the BBC Pitch System results in a Proposal missing a deadline.

9. Variation

The BBC may change these Terms at any time by posting changes online. Please review these Terms regularly to ensure You are aware of any changes made by the BBC. Your continued use after changes are posted means You agree to be legally bound by these Terms as updated and/or amended.

10. Data Protection

The BBC shall process any personal data submitted via this website in accordance with the Data Protection Act 1998. Any personal details submitted on this website will be processed by the BBC for the purpose of Proposal tracking administration and consideration of Proposals. As part of this administration, personal data supplied may be recorded on to the BBC's internal production company databases to ensure that the BBC's contact records are accurate and up to date. The BBC has taken and will continue to take all reasonable technical and organisational security measures to keep Users' personal data secure and to prevent the unlawful and unauthorised processing of personal data.

11. Account Privileges

The BBC reserves the right to remove Your account on BBC Pitch in the event that it is judged that the system or account is being misused. It is your Account Administrator's responsibility to make sure that only authorised Users are added and use Your account and that You have authorised the submission of Proposals submitted to the BBC through Your account.

Account Administrators and Users are responsible for maintaining the privacy and secrecy of their account details and passwords. If they suspect that security has been compromised (such as unauthorised access or a password being discovered) they should contact the System Administrator immediately.

12. Freedom of Information Act

Please be aware that the BBC is subject to the Freedom of Information ("FOIA") Act 2000 and it is possible that the BBC may be legally obliged to disclose information provided by You in response to FOIA requests. Wherever reasonably possible the BBC will consult with You in advance of the disclosure of any such information.

13. Legal Jurisdiction

These Terms shall be governed by and interpreted in accordance with the laws of England and Wales and are subject to the jurisdiction of the English courts.

If You have any complaints about the BBC Pitch System, these Terms, or any issues related to the BBC's commissioning processes generally, please refer to our complaints process which is detailed here http://downloads.bbc.co.uk/commissioning/site/complaints_about_commissioning.pdf

14. Application of these Terms

These Terms are deemed to apply to any idea discussed with or submitted to the BBC, and are not limited to Proposals submitted via this BBC Pitch System.

BBC Pitch Privacy Notice

Your trust is very important to us. This means the BBC is committed to protecting the privacy and security of your personal information. It is important that you read this notice so that you are aware of how and why we are using such information. This privacy notice describes how we collect and use personal information about you during and after your relationship with us, in accordance with data protection law. Where there is any inconsistency between the BBC Privacy Policy and this notice, the terms of this notice shall prevail.

Why are we doing this?

BBC Pitch is an online system to handle content proposals from independent and in-house producers, to enable efficient responses and idea development. BBC Pitch covers ideas for original network content on TV.

BBC Pitch is designed as a business-to-business system for professional UK Production Companies wishing to submit original content ideas. To submit an idea, Production Companies must pre-register at <https://pitch.bbc.co.uk>.

Your request for registration will be assessed against a pre-set list of registration criteria that is available on the BBC's Commissioning website at <http://www.bbc.co.uk/commissioning/tv/pitching-ideas/pitch.shtml>.

The registration criteria will be reviewed annually by a review board against the BBC's registration criteria. Approval of the registration is at the BBC's discretion.

The BBC uses reCAPTCHA to protect BBC Pitch. reCAPTCHA helps us prevent automated access to BBC Pitch by computer programmes or "bots", by collecting information from your browser or device, such as the cookies Google has placed over the last 6 months, the number of mouse clicks you have made on our web page (or screen touches on a touch screen device) and what language you have selected. Google may use the information they collect for their own additional purposes, which are described [here](#), along with how you can control what Google does with your personal information. For more information on personal information captured by Google please refer to the reCAPTCHA [privacy notice](#).

What BBC will collect and how we will use it?

The BBC will collect and process the personal information that you have provided to us about yourself or those people you provide that are authorised to submit proposals as described below.

Personal data

You must be registered with BBC Pitch to submit your to submit original content ideas. If you submit an application, the BBC will collect and process the following personal information from your application form about you:

- Your name/surname
- Email address that you have provided
- Job title

Other personal data that you may provide to BBC includes:

- Your proposal
- The list you provide of people authorised to submit proposals to BBC Pitch

Who is the Data Controller?

The BBC is the “data controller” of your personal information that you provide to us for BBC Pitch. This means that the BBC decides what your personal information is used for, and the ways in which it is processed. For the avoidance of doubt, your personal information will be collected and processed solely for the purposes set out in this privacy notice. As the data controller, the BBC has the responsibility to comply, and to demonstrate compliance with, data protection law.

Lawful basis for processing your personal information

The legal basis on which the BBC processes your personal information as described in the privacy notice is the performance of its public task. The BBC’s role is to act in the public interest and to serve all audiences with content which informs, educates and entertains. BBC Pitch allows the BBC to receive, respond to and develop selected content proposals from independent and in-house producers for TV.

Retaining your information

Your Proposal along with your name and contact details will be archived once a final decision is taken (i.e. approve/reject). After this point, it will be archived and maintained in a dormant format, which cannot be changed, until such time that there is no longer a business need to retain the Proposal (such as to meet the BBC’s regulatory reporting requirements or if we receive a complaint). After such time, your Proposal will be destroyed. Whilst archived in this form, your Proposal can be accessed by BBC senior management and commissioning staff. You can access your Proposal by contacting the BBC’s Admin Support team. It cannot be re-activated in any form without written permission from you (such as where you want to make changes to your Proposal) or where you submit a new Proposal to us.

If your Proposal is not commissioned, any associated physical materials may be archived by the commissioning teams and/or destroyed.

If you submitted a draft Proposal more than 18 months ago and haven’t updated it in the past 12 months, the draft Proposal and any associated materials may also be destroyed.

We recommend that you do not send original materials to us and that you retain a copy of all materials where possible. If any materials that you submit are original materials (i.e. materials which cannot be duplicated) you should identify this when you submit them. If you request their return within a reasonable period of any rejection of the Proposal (which would usually be considered to be one month from notification) the BBC will use its reasonable endeavours to return them to you.

Your rights and more information

If you have any questions about how the BBC handles your personal information, or if you wish to contact the BBC to exercise your rights of access to, and/or rectify, erase, object to or restrict processing of your personal data, please contact us via post or email at DataProtectionEnquiries@bbc.co.uk.

Should you wish to contact the BBC’s Data Protection Officer, you can do so by post or via email at DataProtection.Officer@bbc.co.uk.

If you have a concern about the way the BBC has handled your personal information, you can raise your concern with the supervisory authority in the UK, the Information Commissioner's Office (ICO) <https://ico.org.uk/>.

Updating this privacy notice

We will revise the privacy notice if there are significant changes to how we use your personal information.