

Privacy Notice for Participants in Research Projects

Introduction

The University of Strathclyde is committed to transparency and to complying with its responsibilities under data protection legislation. This privacy notice sets out important information regarding how we use your information and your rights under the legislation. This privacy notice relates to individuals participating in research projects led by the University of Strathclyde.

Please note that this standard information should be considered alongside information provided by the researcher for each project, which is usually in the form of a Participant Information Sheet (PIS). The PIS will include further details about how personal information is processed in the particular project, including: what data is being processed; how it is being stored; how long it will be retained for, and any other recipients of the personal information. It is usually given to participants before they decide whether or not they want to participate in the research.

Data controller and the data protection officer

The University of Strathclyde is the data controller under data protection legislation. This means that the University is responsible for how your personal data is used and for responding to any requests from you in relation to your personal data.

Any enquiries regarding data protection should be made to the University's Data Protection Officer at dataprotection@strath.ac.uk.

Legal basis for processing your personal information

If you are participating in a research project, we may collect your personal information. The type of information that we collect will vary depending on the project. Our basis for collecting this information is outlined below:

Type of information	Basis for processing
Personal information and associated research data collected for the purposes of conducting research.	It is necessary for the performance of a task carried out in the public interest.
Certain types of personal information such as information about an individual's race, ethnic origin, politics, religion, trade union membership, genetics, biometrics (where used for ID purposes), health, sex life, or sexual orientation are defined as 'Special Category' data under the legislation.	It is necessary for the performance of a task carried out in the public interest and It is necessary for scientific or historical research purposes in accordance with the relevant legislation (Data Protection Act 2018, Schedule 1, Part 1, Para 4).

The place of useful learning

The University of Strathclyde is a charitable body, registered in Scotland, number SC015263

Criminal conviction / offence data	It is necessary for the performance of a task carried out in the public interest and is processed in accordance with Article 10 of the General Data Protection Regulation and the Data Protection Act 2018, Schedule 1, Part 1, Para 4.
Details of transfers to third countries and safeguards	
For some projects, personal information may be processed outside the EU. This will normally only be done when research is taking place in locations outside the EU. If this happens, the University will ensure that appropriate safeguards are in place. You will be fully informed about any transferring of data outside the EU and associated safeguards, usually in the Participant Information Sheet.	
Sharing data	
If data will be shared with other individuals or organisations, you will be advised of this in the PIS.	
Retention of consent forms	
If you participate in a research project, you may be asked to sign a participant consent form. Consent forms will typically be retained by the University for at least as long as the identifiable research data are retained. In most cases they will be retained for longer, the exact time frame will be determined by the need for access to this information in the unfortunate case of an unanticipated problem or a complaint. 5 years after the research is completed will be suitable for many projects, but beyond 20 years will be considered for any longitudinal or 'high risk' studies involving children, adults without capacity or a contentious research outcome.	
Data subject rights	
<p>You have the right to: be informed about the collection and use of your personal data; to request access to the personal data we hold about you; you are entitled to request to have personal data rectified if it is inaccurate or incomplete; you have the right to request to object to your data being processed and you can request to restrict the processing of your personal information. To exercise these rights please contact dataprotection@strath.ac.uk.</p> <p>However, please note - in some research projects, it may not be possible to provide these rights because doing so would prevent or seriously impair the achievement of the research purpose. For instance, if you are participating in a focus group with multiple participants, if the research has progressed to a later stage of analysis, or findings have been published, it may not be possible to remove any one individual's personal data without having an adverse effect on the entire dataset.</p>	
Right to complain to supervisory authority	
If you have any concerns/issues with the way the University has processed your personal data, you can contact the Data Protection Officer at dataprotection@strath.ac.uk . You also have the right to	

The place of useful learning

The University of Strathclyde is a charitable body, registered in Scotland, number SC015263

lodge a complaint against the University regarding data protection issues with the Information Commissioner's Office (<https://ico.org.uk/concerns/>).