

# Privacy Notice for Participation in Research Project: Social and health impacts of stopping Covid-19: How has lockdown affected your life?

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## Your Personal Data

**The University of Glasgow** will be what's known as the 'Data Controller' of your personal data processed in relation to your participation in the research project 'Social and health impacts of stopping Covid-19: How has lockdown affected your life?' This privacy notice will explain how The University of Glasgow will process your personal data.

## Why we need it

We are collecting basic personal data such as your name and contact details in order to conduct our research. We need your name and contact details to arrange an interview with you.

We only collect data that we need for the research project and all identifying details, including your name and other people's names, places, or organisations that you mention, will be removed from the transcript of your interview before we analyse and store it. Please see accompanying **Participant Information Sheet**.

## Legal basis for processing your data

We must have a legal basis for processing all personal data. As this processing is for Academic Research we will be relying upon Article 6(1)(e) of the GDPR relating to a **Task in the Public Interest** in order to process the basic personal data that you provide. For any special categories data collected we will be processing this on the basis that it is **necessary for archiving purposes, scientific or historical research purposes or statistical purposes**.

Alongside this, in order to fulfil our ethical obligations, we will ask for your **Consent** to take part in the study. Please see accompanying **Consent Form**.

## What we do with it and who we share it with

All the personal data you submit is processed by staff at the University of Glasgow. In addition, security measures are in place to ensure that your personal data remains safe: these include storing data on the University of Glasgow's secure server, anonymising what you tell us, and transferring data using the secure University of Glasgow file transfer service. Due to the nature of this research it is very likely that other researchers may find the anonymised data collected to be useful in answering future research questions. We will ask whether you consent for your data to be shared in this way.

Study findings will be available on the project website [www.scotlandinlockdown.co.uk](http://www.scotlandinlockdown.co.uk), or you can contact us at [scotlock@glasgow.ac.uk](mailto:scotlock@glasgow.ac.uk) or 0141 330 5517.

Please consult the **Consent form** and **Participant Information Sheet** which accompanies this notice.

## **What are your rights?**

GDPR provides that individuals have certain rights including: to request access to, copies of and rectification or erasure of personal data and to object to processing. In addition, data subjects may also have the right to restrict the processing of the personal data and to data portability. You can request access to the information we process about you at any time.

If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and may in some instances request to have it restricted, corrected, or erased. You may also have the right to object to the processing of data and the right to data portability.

Please note that as we are processing your personal data for research purposes, the ability to exercise these rights may vary as there are potentially applicable research exemptions under the GDPR and the Data Protection Act 2018. For more information on these exemptions, please see [UofG Research with personal and special categories of data](#).

If you wish to exercise any of these rights, please submit your request via the [webform](#) or contact [dp@gla.ac.uk](mailto:dp@gla.ac.uk).

## **Complaints**

If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter.

Our Data Protection Officer can be contacted at [dataprotectionofficer@glasgow.ac.uk](mailto:dataprotectionofficer@glasgow.ac.uk).

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO) <https://ico.org.uk/>.

## **Who has ethically reviewed the project?**

This project has been ethically approved via the MVLS Research Ethics Committee at the University of Glasgow.

## **How long do we keep it for?**

Your **personal** data will be retained by the University only for as long as is necessary for processing and no longer than the project end (November 2020). After this time, personal data will be securely deleted.

Your **research** data will be retained for a period of ten years in line with the University of Glasgow Guidelines. Specific details in relation to research data storage are provided on the Participant Information Sheet which accompanies this notice.

*End of Privacy Notice*