

The Alan Turing Institute transparency notice for the Data Study Group participant application form

The Alan Turing Institute (registered charity (1162533) and company limited by guarantee 09512457, based at the British Library, 96 Euston Road, London NW1 2DB) is strongly committed to protecting the privacy of applicants within our Flexi-Grant grant application tool.

The Alan Turing Institute is strongly committed to protecting the privacy of those who come into contact with us and those to whom we send marketing materials.

This transparency notice applies to:

Applicants for The Alan Turing Institute Data Study Group, April 2020

Cookies

We do not use cookies on this site.

How we use your personal information

If you apply to participate in the Data Study Group, we collect your name, contact details, summary of technical skills and collaborative experience, current position, and CV. These will be accessible to only members of the Data Study Group executive committee, Challenge Owners and selected Turing researchers for the purpose of application review and selection or for administrative purposes. As part of the application process, you will also be asked to upload a CV which will therefore provide educational background, employment and publication history.

We use this personal information in the following ways:

- Administering the application process
- If your application is successful, to contact you regarding next steps
- If your application is unsuccessful, to contact you to let you know the outcome

We also have an optional section of the form to monitor diversity of applicants (gender and ethnicity). The information provided will not be shared with anyone outside of the Data Study Group executive team. We use this information in the following ways:

- Data on gender and ethnic group may be used to monitor The Alan Turing Institute's mission to increase diversity in data science, and to monitor (and therefore mitigate) potential bias in the application and selection process, and may be used to ensure diverse and representative participation in the Data Study Group. Aggregated summary information may be shared as part of our equal opportunity and diversity reporting; utmost care will be taken to avoid identification.

Our information storage and information management policies are in line with GDPR regulations, the EU legislation protecting personal information rights. Find out more about GDPR: <https://www.eugdpr.org/>.

Lawful basis for using your personal information

We will only use your personal information where the law allows us to. We use your personal information where it is necessary to fulfil a contract and assess your suitability to take part in the Data Study Group, and to monitor outputs and outcomes of the Data Study Group project and funding.

Information sharing

We will not sell or rent your information or share it with other companies for marketing or any other purposes.

Information security

We have put in place:

- a) appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed; and
- b) procedures to deal with any suspected information security breach and will notify you and the applicable regulator of a suspected breach where we are legally required to do so.

Linking to other websites

This transparency notice only covers The Alan Turing Institute's Data Study Group participant application form

How long will we keep your personal information?

We will keep your personal information submitted via this form for up to 6 months after you apply to take part in the Data Study Group with us for the lawful processing basis as stated in this document. If you have signed up to receive communications from us, we will keep your personal information for up to 12 months following your decision to opt out of those communications.

Your rights

You have the right to be informed on how we collect and use your information, the right to access this information, to rectification, to erasure, to restrict processing, to information portability, to object to how we use your information, and rights in relation to automated decision making and profiling.

To exercise any of your rights in relation to your personal information, email datastudygroup@turing.ac.uk

You also have the right to lodge a complaint with the Information Commissioner's Office (ICO) regarding how we use your information.

Read more about your rights: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

Contact us

For further information, to provide feedback on our transparency notice, or if you would like us to remove any of your personal information that we hold, email datastudygroup@turing.ac.uk.