**Privacy Notice**

**Data**

Data collected will be stored by ONS for event management purposes to help assist organise the event.

**What data we need**

The personal data we collect from you will include: your name, email address, job title, organisation.

You have the option to disclose any accessibility requirements you have, to help ensure you are able to fully engage with the conference.

**Why we need it**

We need this information to effectively manage the event you would like to attend. This includes making sure we know who is attending and capacity limits are not exceeded, the event is accessibility and caters to everyone's needs as much as possible, and to maintain a diverse and equal audience. We also use the data, specifically your name, job title and organisation, to create name badges for the event.

**What we do with it**

**We will:**

* make sure your data is only used in relation to the event you are attending for the purpose of event management and communications.
* share your data if we are required to do so by law – for example, by court order, or to prevent fraud or other crime.
* only retain your personal data for as long as it is needed for the purposes set out in this document or for as long as is required by law.

**We will not:**

* sell or rent your data to third parties share your data with third parties for marketing purposes.

**Photography and use in future communications and promotional material including social media**

**What are we doing?**

As part of our communications strategy, we intend to take photographs of the conference to use in our internal and external promotional material.

**How we will do this**

To support this, we are looking to collect photography of the presentations and presenters at the event.

**How will we use this data?**

Your contact details and name will be stored on Eventbrite and ONS systems for registration purposes and will be used to create lanyards for the conference day. We will remove your contact details from Eventbrite after a twelve month period to provide post event updates and assess the long-term impact of the event.

Your photographs will be stored securely in ONS systems and actively used in promotional material for up to seven years. i.e this may include one, or a combination of, the following: on ONS owned blogs, presentations, social media channels.

After seven years ONS will review and delete your data pertaining to this project from our storage systems. However, your photographs may still be in circulation online or in hard-copy after that date due to the public nature of its disclosure.

**If you do not want us to photograph you:**

If you don’t want to be photographed for use in our promotional material, please inform us at the time of registration on the day and we will provide you with a different colour lanyard.

For more information, or to exercise any of your rights please contact: [datasciencecampus@ons.gov.uk](mailto:datasciencecampus@ons.gov.uk) and, or by writing to: Communications Team, DSC, ONS, Government Buildings, Cardiff Road, Duffryn, Newport, NP10 8XG. Upon receiving your request the Data Science Campus will cease processing your personal data.

This statement was given on 13 January 2019 by the ONS Data Science Campus.

**To read our full privacy notice please read here:**

ONS – Privacy Policy

[https://www.ons.gov.uk/aboutus/transparencyandgovernance/dataprotection/privacyinformationforourstakeholders](https://docs.google.com/document/d/e/2PACX-1vTQULjP9SCNYENoP4pawLu4vmGU_Bb3c4eOvF4ZWTS2POfEPC-oDVoxV4VUIi7x2vF3WDq4_CjRWghB/pub)