

# MRC/CSO Social and Public Health Sciences Unit



Medical  
Research  
Council



CHIEF  
SCIENTIST  
OFFICE



University  
of Glasgow

## Privacy Notice for the Child and Family Healthy Weight Pilot Collaboration Survey

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### Your Personal Data

The University of Glasgow and Public Health Wales will be what's known as the 'Data Controller' of your personal data processed in relation to the study. This privacy notice will explain how The University of Glasgow and Public Health Wales will process your personal data.

### Why we need it

We are collecting information about organisations that collaborate to support healthy weight. The only personal data we will collect are contact details for staff at organisations, and names of individuals who operate a business as a sole trader.

In the survey we are not asking about your personal information beyond your job role and the organisation in which you work; other questions will be about the organisation more generally rather than personal to you. We will only collect data that we need in order to conduct this study.

As this study is about collaborations, we will get information on organisations and sole traders from other organisations that take part in the study. We will process the data in the same way, and you have the same rights in relation to the data whether we get personal information from you or from another organisation.

### Legal basis for processing your data

We must have a legal basis for processing all personal data. For this study, the legal basis is Public Task. This means that the activities of the study are undertaken as part of the core functions of the University, the Medical Research Council and Public Health Wales.

### 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, and staff at Public Health Wales in the United Kingdom. The data that you provide will be used to evaluate the Healthy Weight Pilot, in scientific reports, and may be used to create asset maps containing details of organisations in the area. Personal data will only be shared with your consent, otherwise we will only share publicly available information about organisations.

### How long do we keep it for

Your data will be retained by the University for at least 10 years. It will be stored and kept confidential, and anything that identifies you personally (e.g. your name, job role and contact

details) will be kept separate from the data used for research purposes. After this time, a data access committee will decide whether and how to securely delete all personal data.

### **What are your [rights](#)?**

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. Once research data has been anonymized, we cannot delete it, as we will no longer know who it belongs to.

If you wish to exercise any of these rights, please contact [Mark.McCann@Glasgow.ac.uk](mailto:Mark.McCann@Glasgow.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/>