

How will the University make use of your personal details?

Introduction

This privacy notice explains how the University gathers, shares and makes use of information that about individuals who engage with the SUPER DTP initiative.

How we gather personal data

Personal data are provided directly by individuals, when they register/sign-up on the SUPER DTP mailing list; when registering the following details are provided: name, email address, employment category, institution.

The SUPER DTP website can make use of a range of cookies i.e. text files that may be downloaded onto the devices of individuals who visit our web pages. Our website explains in more detail what cookies are used and the options available to individuals in their use.

How we use your personal data

Your personal data are used by the University to:

- send you emails about the initiative; you can opt out of receiving emails at any time, by contacting superdtp@st-andrews.ac.uk, after which time you will receive no further communication via email; and
- administer events and inquiries.

The legal basis for the use of your personal data

Consent is the basis which the University relies upon to make use of your details; consent can be withdrawn at any time with no detriment.

Sharing and transferring your personal data

The University makes use of a third-party supplier 'Mailchimp' to manage email lists; contact details will be passed to Mailchimp when individuals register/sign-up. Personal details (name and contact details) can be shared with others who have registered with SUPER DTP, at an individuals' request.

Keeping your personal data

Details will be deleted after individuals opt out i.e. withdraw their consent; otherwise records will be destroyed at the end of the SUPER DTP programme.

Your privacy rights

These vary, depending on the legal basis used by the University to make use of personal data. Information on data protection rights is available from the University website: <https://www.st-andrews.ac.uk/terms/data-protection/rights/>, or by contacting the University Data Protection Officer: email dataprot@st-andrews.ac.uk.

In addition, you have a right to complain to us and to the data protection regulator. The University Data Protection Officer can provide more details.

Contact

You can get in touch with the University Data Protection Officer: Christopher Milne, Head of Information Assurance and Governance by email dataprot@st-

andrews.ac.uk, if you have any questions about how the University makes use of your personal data.

Revisions to this notice

Revisions may be made from time-to-time; those will appear on the SUPER DTP website.