



INSTITUTE FOR GLOBAL FOOD SECURITY PRIVACY NOTICE

1. This Privacy Notice tells you what we do with information we collect about you. The notice is addressed to individuals who are seeking to attend the European Institute of Innovation and Technology (EIT) Food Summer School. We refer to all these individuals as “you” in this notice.

WHO WE ARE

2. We are Queen’s University Belfast (“we”, “us” and “our”), a Higher Education Provider and one of 50 partners from leading businesses, research centres and universities across 13 countries, who make up the EIT Food consortium. EIT Food is a European Knowledge and Innovation Community (KIC), part of the EIT, which was set up to transform our food ecosystem.

PERSONAL DATA WE USE

3. When applying to attend this Summer School, we will ask for information about you, such as your name, email address, nationality, CV and your image may be included in any video provided as part of your application. This is known as your “Personal Data”. We may also ask you for some special categories of information (for example health information associated with dietary requirements). This is known as your “Sensitive Personal Data”.

HOW WE USE YOUR PERSONAL DATA

4. Your Personal Data and Sensitive Personal Data will be used by the selection panel to select 40 applicants for the Summer School. Your data will also be used to deliver the Summer School, to facilitate the delivery of services such as accommodation and hospitality, and to ensure any mobility needs are met. Your data will also be used by EIT Food, to obtain feedback on the programme and to provide you with alumni services.

REASONS WE CAN COLLECT AND USE YOUR PERSONAL DATA

5. We collect and use your Personal Data based on your consent as you have chosen to apply for the Summer School. You can choose to withdraw your consent at any time.

WHO WE SHARE YOUR DATA WITH

6. We can share your information including Personal Data and Sensitive Personal Data with the following parties for the purposes set out in this notice. This is done in line with our Data Protection Policy and Procedures.
7. Your data will be shared with the members of the selection panel from the Technical University of Munich/CDTM and the University of Cambridge, who will, along with Queen’s University Belfast, jointly host this Summer School in Belfast. Academics from the three Universities will deliver the 6-day programme.

8. Several EIT Food Industry partners will deliver mentoring during the programme (e.g. PepsiCo) but will not be provided any of your Personal Data. You will introduce yourself during the workshops.
9. Upon completion of the Summer School, your data will be shared with EIT Food for feedback and evaluation purposes. EIT Food will also use your data to provide you with alumni services.
10. You have the right to withdraw consent at any time. This will not affect the lawfulness of processing based on consent before its withdrawal. You may do so by emailing *eitfood@qub.ac.uk*
11. Sometimes we will not stop using your information when you ask us to, for the reasons described in this notice, but we will tell you about this if you make a request. In other cases, if we stop using your information we will not be able to provide the services that you are asking us to give you. We will tell you about this if you make a request.

DATA PROCESSING OUTSIDE EUROPE

12. Your Personal Data and Sensitive Personal Data will not be shared outside Europe.

HOW LONG DATA PROCESSING INFORMATION WILL BE KEPT

13. We may keep your Personal Data for up to 1 year from 23 May 2018. We will only use your data for one of the reasons described above and will only retain it for as long as we need it for these purposes.

YOUR RIGHTS

14. You can contact us at the address above for one or more of the following reasons:
 - 14.1.1 To ask us to fix information about you that is wrong or incomplete, this is known as your right to rectification.
 - 14.1.2 To ask us to delete information about you, this is known as your right to erasure.
 - 14.1.3 To tell us you no longer agree to us using your information about you and ask us to stop, this is known as the right to object.
 - 14.1.4 To tell us to stop using information about you to sell you products and services, which is known as the right to restrict processing.
 - 14.1.5 To make “subject access requests” – which is a request for us to send you the information we have about you
 - 14.1.6 To ask us to provide you or someone else (on your request) in a structured; commonly used machine-readable format with the information you have provided to us about yourself. This is known as “data portability” right.
 - 14.1.7 To ask us not to use information about you in a way that allows computers to make decisions about you based solely on automated processing.

CONTACTING US

15. The Information Compliance Unit
Registrar’s Office
Lanyon South
Queen’s University Belfast

University Road
BT7 1NN
info.compliance@gub.ac.uk

COMPLAINTS

16. You have the right to complain about how we treat your Personal Data and Sensitive Personal Data to the Information Commissioner's Office (ICO). The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

CHANGES TO THIS NOTICE

17. We may update this Privacy Notice from time to time. We will notify you of the changes through our website where we are required by law to do so.