



## Privacy Notice

The Data Controller of the information being collected is: University of the Highlands and Islands, 12b Ness Walk, Inverness IV3 5SQ. Tel: 01463 273000

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at [dataprotectionofficer@uhi.ac.uk](mailto:dataprotectionofficer@uhi.ac.uk)

This privacy statement relates to the following process:

Research contacts mailing list/s

Your information will be used for the following purposes:

To keep you in touch with colleagues' work and related events within the agreed research subject area.

Our legal reason for using the data is:

You have given consent

Your data will be retained for the following length of time:

Three years

The following rights are rights of data subjects:

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.

*Last updated 20-04-2020*