

Privacy Notice

Environmental Interactions of Marine Renewables (EIMR) Conference Abstract Submission Data

The Data Controller of the information being collected is: **The University of the Highlands and Islands (UHI), Executive Office, 12b Ness Walk, Inverness IV3 5SQ. Phone 01463 279000**

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

This privacy statement relates to the following process;

Submitting an abstract, together with personal information related to the abstract, for inclusion in the EIMR Conference, run by UHI.

Your information will be used for the following purposes;

All submitted abstracts will be reviewed by the EIMR Conference Scientific Advisory Committee, who decide which abstracts will be accepted for inclusion in the Conference programme.

Your information, as it relates to an abstract submission, will be used to process your submission and provide you with feedback on the outcome and any next steps.

If your abstract submission is successful, then there will be further communications relating to submitting an oral or poster presentation at the Conference. Your information will then be included in the Conference programme, though this will not include any direct contact information such as email.

Our legal reason for using the data is;

You have given consent by submitting a Conference abstract

Your data will, or may, be shared with the following recipients or categories of recipient;

Your data will be held by the UHI EIMR Project Office, and distributed by them to all members of the EIMR Conference Scientific Advisory Committee as part of the abstract review process. Details as to who is a member of the Scientific Advisory Committee can be seen on the EIMR website:

<https://www.uhi.ac.uk/en/research-enterprise/events-and-seminars/eimr/>

We may, in some cases, also share your information with external service suppliers delivering a social programme associated with the Conference e.g. excursions, conference dinner. Again, this will not include any direct contact information such as email.

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

Your data is retained for one year after the conclusion of the EIMR Conference.

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.