

Privacy Notice for participants in the following IBioIC event –

Sustainable Materials and Ingredients in the Cosmetics Industry (25 November 2021)

The University of Strathclyde is a data controller under data protection legislation. We are committed to transparency and to complying with our responsibilities under data protection legislation. This privacy notice sets out important information regarding how we will use your information and your rights under the legislation. It is important that you read this notice prior to providing your information.

The Industrial Biotechnology Innovation Centre (“IBioIC”) is hosted by, and forms part of, the University of Strathclyde. IBioIC are organising and hosting a webinar event which is to take place on 25 November 2021 via Zoom in conjunction with Cosmetics Cluster UK (“CCUK), a network facilitating collaboration for the cosmetics and personal care products sector, (the “Event”).

How we use your personal data and who we may share it with

In order for you to attend the Event, IBioIC will need to collect and use your name, job title, email address and company/organisation details to progress your registration, add you to a registration list, and ensure you have the link to join the Event and any additional materials. Registration information will be captured via the IBioIC Eventbrite account. Please see the Eventbrite privacy policy https://www.eventbrite.co.uk/support/articles/en_US/Troubleshooting/eventbrite-privacy-policy?!g=en_GB for details of how they process your personal data.

As the Event is being run in conjunction with a partner, details of the names and contact details of attendees will be shared with CCUK so they are aware of who is attending the Event. Any personal data shared with CCUK will be held by them in accordance with their privacy notice.

<https://www.cosmeticsclusteruk.com/privacy-notice>

Legal basis for processing

Under data protection legislation we are required to identify our legal basis for processing. In relation to the personal information used to process your registration and attendance at the event (name, job title, email address and company/ organisation details) the legal basis for processing is the **legitimate interests** of The University of Strathclyde as data controller.

Marketing

IBioIC would like to use your contact details to contact you regarding future events, funding opportunities etc. which we think may be of interest to you. We will seek your consent for future marketing during the registration process.

If we use your details for marketing, we do so on the basis of your **consent**.

You can withdraw your consent for marketing at any time by clicking ‘unsubscribe’ on any of the emails we send you or by emailing info@ibioic.com

Transfer of personal data to third countries and safeguards

Eventbrite is a product owned by a company of the same name, an organisation who are based in the USA so your personal data may be transferred out with the EEA. Such transfers of personal data to the USA will be made pursuant to a relevant safeguard under the GDPR, namely Standard Contractual Clauses.

Retention Period

Personal data used for the purpose of registration for the Event will be retained for a period of six months after 25 November 2021 to allow for any post-event follow up to take place. Where you have given consent for marketing, your contact details will be held until you choose to unsubscribe. Please refer to the privacy policy of Cosmetics Cluster UK, as indicated above regarding how long they may retain your personal data.

Your Rights

You have the right to:

- Find out what personal data we process about you and obtain a copy of the data, free of charge within one month of your request. We may make a charge for additional copies of the same information;
- Ask us to correct inaccurate or incomplete data;
- Withdraw consent to process your personal data at any time, if you were asked for and provided consent (and where no other lawful basis for processing applies).

Under certain conditions you also have the right to ask us to:

- Restrict the use of your data e.g. if you have raised issues about the accuracy or use of your personal data, until we have investigated and responded to your concerns;
- Erase your information or tell us to stop using it to make decisions about you;
- Comply with your wishes where you have previously agreed to us processing your data for a particular purpose and have withdrawn your consent to further processing.

To exercise these rights please contact IBioIC directly via info@ibioic.com.

Right to Complain

If you have any concerns/ issues with the way the University has processed your personal data you can contact the Data Protection Officer at dataprotection@strath.ac.uk. You also have the right to lodge a complaint against the University regarding data protection issues with the Information Commissioner's Office (<https://ico.org.uk/concerns/>).