

## **Privacy Notice**

As part of the registration process to attend The Just Transition, Security and Law Conference, the University of Dundee will be collecting and processing personal data regarding your name, contact details and your place of employment.

### **How we use your information**

The personal data you provide will be used to contact you in the lead-up to the event to facilitate your attendance.

If you consent, the University of Dundee will also use this personal data after the conference to ask you about your experience or to provide further relevant information about future conferences.

The University will keep your personal data for 2 years. It will then be destroyed.

We will respect your preferences concerning the ways in which we may contact you. If you wish to update these at any time, please let us know by emailing Donna Hendry at [d.c.hendry@dundee.ac.uk](mailto:d.c.hendry@dundee.ac.uk)

### **Personal Data**

Your personal data we require will normally comprise your name, contact details and your place of employment.

### **Special Categories of Personal Data**

We do not routinely hold special categories of personal data for events management. However, we may have such information if you provide it to us directly, for example so we can make appropriate adjustments for a disability or for an allergy.

### **Data controller**

The data controller for your personal information is the University of Dundee.

### **Lawful processing**

The University asserts that it is lawful for it to process your personal data for the purposes detailed above as processing is necessary for the legitimate interests pursued by the controller in order for it to administrate the conference successfully.

Where you provide the University with special categories of personal data directly, for example so we can make adjustments for disabilities or allergies, that processing is further to obligations placed upon the University in the field of social protection law.

## **Your rights**

If you wish to update, access, erase, or limit the use of your personal data, please let us know by emailing Donna Hendry at [d.c.hendry@dundee.ac.uk](mailto:d.c.hendry@dundee.ac.uk)

If you wish to complain about the use of your personal data please email [dataprotection@dundee.ac.uk](mailto:dataprotection@dundee.ac.uk).