



LOUGHBOROUGH UNIVERSITY

PRIVACY NOTICE – Centre for Postdoctoral Development in Infrastructure, Cities and Energy (C-DICE)

Here at Loughborough University we take the protection of your data and your privacy seriously and this part of our website provides information on what personal data we collect; how and why we collect it; how we store it and for how long we keep it. This Notice will also explain how we look after your data and protect your rights in accordance with the relevant data protection legislation.

Further information and guidance on the University's approach to personal information can be found at the [University's Information Governance webpages](#).

What personal information do we hold about you?

- Your name
- Your organisation
- Your email address
- The date on which you subscribed to the newsletter/attended an event.

Why do we collect your information?

We collect your data as you have expressed an interest in and be updated on relevant events, funding opportunities and activities relating to C-DICE

Who has access to your data at the University?

The C-DICE Director, C-DICE Project Manager and Marketing Manager.

Who do we share your data with outside the University?

Your data is not shared.

How long do we keep your information?

For the life of the C-DICE project.

General

Loughborough University does not sell your data to third parties or other organisations.

From time to time, Loughborough University will use your personal data to conduct analysis that will provide useful information.

Who can I contact?

If you have a general question about how C-DICE related data is used, please contact us. You can contact Sharon Henson, Project Manager for C-DICE at s.a.henson@lboro.ac.uk. Please also contact this email if you have a concern or complaint about how your data is being handled.

If you have any questions more generally regarding Data Protection at the University, then please do contact the Data Protection Officer on dp@lboro.ac.uk or write to:

The Data Protection Officer at Academic Registry,
Loughborough University,
Loughborough,
Leics, UK
LE11 3TU.

You may find additional useful information and the answer to your query on our [Information Governance webpages](#).

Complaints about Data Protection

If you have taken steps to have a concern or complaint about Loughborough University's handling of data resolved but are still not satisfied you have a right to lodge a complaint with the Information Commissioner's Office (ICO), who are the relevant regulator for data privacy and protection matters. The ICO can be contacted at: Wycliffe House, Water Lane, Wilmslow, SK9 5AF and you will find more information on [The ICO's website](#).

Updates to this policy

This section was last updated in April 2021. It is reviewed as necessary. If there are significant changes in the processing of your personal data which will impact you, we will act to inform you directly.