

## **Website Version**

### **Privacy Notice**

#### Identity and Contact Details

The UK Nitrides Consortium is a member-based organisation, founded in 1994 in response to dramatic developments in the field of blue LEDs using GaN based materials. The key objective of the Consortium is to act as a forum for coordination of the UK activities in this exciting field. We give industrial and academic researchers the opportunity to discuss ideas and progress on nitrides in the UK. We also seek to gain maximum intellectual and commercial return for UK research investment in this area by encouraging self-coordination of the UK programmes; exploiting existing skills, expertise and relevant equipment already available; through an agreed strategy for research on nitride materials and devices in the UK.

Chair: Prof. Robert Martin  
Department of Physics  
University of Strathclyde  
Glasgow G4 0NG

**Data Protection Fee:** We are a small organisation that does not process large amounts of personal data, with no CCTV usage. We believe that we are exempt from paying the fee because we are a not-for-profit organisation, an exempt purpose, and the following conditions apply,

- we are only processing data for the purposes of establishing or maintaining membership or support for a body or association not established or conducted for profit, or providing or administering activities for individuals who are members of the body or association or have regular contact with it
- we only hold information about individuals whose data we need to process for this exempt purpose
- the personal data we process is restricted to personal information that is necessary for this exempt purpose”

**Data Protection Officer (DPO):** For the same reasons given above, we believe we do not need to appoint a DPO at this organisation. However, we have designated an Assigned Representative.

**Assigned Representative:** Although we do not believe that we need to appoint a DPO, we have created the role of Assigned Representative who is a member of the organisation, normally a committee member, who will take on the responsibility for acting as the point of contact for data subjects, enquiries regarding data protection issues and for liaison with the ICO, should the need arise. Contact can be made with the Assigned Representative at the above address or through the normal contact routes given on the website, addressed to The Assigned Representative.

#### Purposes for processing personal data

We process your personal data to run our organisation. The purposes for processing personal data include

- Delivery of member services (including processing of payments, newsletters, meeting notices, and name badges)
- Contracts with suppliers

- Attending and running events

#### Lawful basis

We have examined the types of personal data we hold and the reasons for us obtaining and processing that data and believe that data and data processing falls chiefly under the following lawful basis:

- (b) Contract: the processing is necessary for a contract you have with the individual, or because they have asked you to take specific steps before entering into a contract.

For the avoidance of any doubt, we take the meaning of the term contract in its widest form, to cover all types of contract, either explicit or implicit, whether written or verbal and whether or not any financial transaction takes place. For example, where a person agrees verbally to deliver an invited presentation free of charge, we would consider there to be a contractual relationship between that person and UKNC. As such, we would consider that we could lawfully disseminate to our membership the relevant details of the speaker under lawful basis (b) Contract.

We believe that some of our data processing also falls under lawful basis Legitimate Interest (see following section).

#### Legitimate interest

Our objective is to act as a forum for coordination of the UK activities in the field of nitrides research, providing industrial and academic researchers the opportunity to discuss ideas and progress in nitrides in the UK. We have identified that the UKNC has a legitimate interest in working with researchers and industrialists in this field in the UK and abroad to promote nitrides research. To this end, we believe that it is necessary to contact researchers and industrialists who have interests in this field regarding events and developments that might be of interest and assistance in their own lines of work. We believe that using generally available personal data, in addition to that of our members, to communicate our activities and those of sister organisations that would normally be of interest to fellow researchers and industrialists is not an unreasonable use of said data and would not cause the data subject obvious unwarranted harm.

#### Recipients of personal data

On the whole, personal data is received by committee members of the organisation, notable exceptions being when a UKNC meeting is hosted or organised by a member not on the committee. We do not pass on or sell your details to any third parties for their own commercial use.

#### Retention periods

UKNC has been in existence since 1994. We hold an archive of nitrides research activity in the UK, extending back to our founding. We wish to continue this tradition under the GDPR. Personal data will normally be held in their full form for a maximum of seven years after the expiry of use and then in a minimal form for the purposes of archiving of the nitrides research activity in the UK. Data relating to committee members will be kept in its full form for up to thirty-years.

### Rights available to data subjects

You have a number of rights under GDPR regarding your personal data that we hold and process. You have the right to know what type of data we hold on you, to see what data we hold about you and to make corrections to the data that we hold. You have a right to receive a copy of the data. You have rights in relation to automated decision making and profiling (which we do not carry out). You have the right to object to us processing your data. You have the right to instruct us to delete your data. You have the right to instruct us to restrict the processing of your data. Whilst requests regarding any of your rights can be made verbally or in writing, it would be appreciated if such requests are made in writing through the general contact channels on our website, addressed to The Assigned Representative. We are required to provide you with a response within thirty-days.

Your rights can be somewhat limited, depending upon the lawful basis under which an organisation operates. As we operate chiefly under lawful basis Contract, your rights to erase your data, restrict the processing of your data or object to the processing of your data are limited. However, we will consider a request under your right to erase your data, restrict the processing of your data or object to the processing of your data as a request to also terminate your contract with the organisation, for which there will be no refund of any fees paid.

### Right to withdraw consent.

We hold and process your personal data under lawful purposes Contract and Legitimate Interest. This means that we do not need your consent to hold and process your personal data and neither will we seek your consent. Therefore, whilst you have a right to withdraw consent, you have not given us any consent for you to withdraw.

### Right to lodge a complaint with a supervisory authority

We would hope that if you have an issue with any way in which we hold and process your data that you would raise the issue with us in the first instance. Issues can be raised verbally or in writing, but it would be appreciated if such issues are raised in writing through the general contact channels on our website, addressed to The Assigned Representative. Nevertheless, you have the right to raise a formal complaint with the Information Commissioner's Office regarding what we do with your data, further information about which can be found at [www.ico.org.uk](http://www.ico.org.uk).

### Statutory or contractual obligation to provide personal data

We hold and process your personal data chiefly under lawful purpose Contract. For a contract to exist with the organisation, certain personal data must be provided, the specific nature of which is to be decided by the organisation. Failure or refusal to provide the required data will result in the contract not proceeding or, in the event of an existing contractual arrangement, terminating.

### Automated Decision-making and profiling

We do not use automated decision-making and/or profiling systems.

### Website - [www.uknc.org](http://www.uknc.org)

Our website only uses cookies to allow the website to function correctly.

We do not store the IP address of anyone browsing our website. The only way in

which we use such IP addresses is for statistical purposes, keeping a count over time of the number of people accessing our website pages. This helps us to improve our website.

The website may contain links to other websites. You should be aware that once you have clicked on such a link you will have left our website. Our GDPR policy and Privacy Notice do not extend to those other websites. You should exercise caution and investigate the privacy statement applicable to the website in question.

### **Committee Member Nomination Form Version**

#### **General Data Protection Regulation - Privacy Notice Summary**

If elected as a committee member, I will be bound by a contract with the UKNC in terms of how I conduct my self and discharge my duties. Specifically, I:

understand that I will have a legal obligation to abide by the constitution of the UKNC; and

agree to be bound by the terms, conditions and principles of the UKNC's General Data Protection Regulation (GDPR) Policy Document regarding my personal data supplied to the UKNC and personal data received from and through the UKNC during the course of my duties as a committee member, including,

- supplying the UKNC with all personal data necessary to fulfil legal and statutory obligations as a committee member, including disseminating certain personal data to the membership
- treat all such data received with care, and certainly no less care than I would reasonably expect to apply to my own personal data
- all such data is confidential and must be processed with this in mind
- not to pass on in any form such data to anybody outside of the UKNC unless such action relates to a contract with the UKNC or are required to do so by any law or the rules, prescriptions, decisions or orders of any competent regulatory authority or Court
- not to sell such data or pass on such data to a third party for their own commercial use
- to report problems or risks or suspected problems or risks with data to the Assigned Representative
- to pass on to the Assigned Representative as soon as possible any request by an individual for information as to what personal data we hold on them (Subject Access Request – SAR) or a request relating to any of the GDPR rights of a person (data subject)
- on completion of my term of office to return to the UKNC all personal data acquired from or on behalf of the UKNC and to delete or destroy any remaining copies in a manner compliant with the UKNC's GDPR Policy Document.

I have rights under the GDPR, including the right to object to the processing of my personal data.

#### **Email footer version**

Privacy Notice: please see our website: <http://www.uknc.org/data-privacy-notice/>