

## London School of Hygiene & Tropical Medicine Privacy Notice for ANH Academy 2019 Event

THE ANH Academy is a global virtual network of researchers run by the LSHTM-led project Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA). The London School of Hygiene & Tropical Medicine (a higher education institution established by Royal Charter and an exempt charity with registration number RC000330) of Keppel Street, London, WC1E 7HT, is a data controller for the purposes of the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). The School undertakes to treat your personal data in accordance with these data privacy laws.

This privacy notice together with our [Data Protection Policy](#), guidance, and any additional documents referred to within them, explains how we process your personal data. Please read this notice carefully. If you have any questions in relation to the School's processing of your personal data, please contact the Data Protection Officer on [dpo@lshtm.ac.uk](mailto:dpo@lshtm.ac.uk).

This privacy notice applies to attendees of events organised by the IMMANA Project Team, as well as those who express an interest in attending such events, whether by providing details online, by email, post or telephone, or at one of the events. We will keep your details in respect of events and other activities that you have indicated that you are interested in, for example, a specific network, research centre, project, disease or country.

The School has to process and retain certain personal data relating to you, to be able to provide this information.

### How we obtain data about you

We receive data relating to you when you provide it to us online, in person, to Whova via the conference mobile phone application or appear in photographs or videos as part of the event.

We will also request personal data from you which is needed by the government in India for security and vetting purposes. This information will be passed to the Indian authorities via our event partner institutions in India, [International Food Policy Research Institute and National Institute of Nutrition ], and we will only do so if you have provided this information together with your express written consent for us to do so. **What Personal Data we process about you**

We may collect and process the following categories of data about you:

- Personal details such as name and title;
- Contact information such as addresses, telephone numbers, and personal email addresses;
- Job title and organisation;
- Your range of interests

We may also collect, store and use the following "special categories" of more sensitive personal information:

- Demographic data, for example to help us meet diversity aims;
- Country of residence;
- Your image in photos and videos for use in internal and external communications and marketing;
- Access requirements
- Passport details

## **Purposes of Processing**

The School processes these personal data about you so that it can provide you with event experiences and related information where you have told us you would like to receive these from us.

## **Legal Basis for Processing Your Personal Data**

### Legitimate interests

Under the new data protection law starting in May 2018 we have a number of lawful reasons for using (or “processing”) people’s personal information. One of the lawful reasons is called “legitimate interests”.

Broadly speaking “legitimate interests” means that we can process your personal information if:

- we have a genuine and legitimate reason; and
- we are not harming any of your rights and interests

This means that when you provide your personal details to us we use your information for our legitimate business interests to carry out our work in relation to the study and raising awareness of the study, that you have participated in. Before doing this, we will also carefully consider and balance any potential impact on you and your rights.

Some typical examples of when we might use the approach are for providing event related content and material through various forms of communication include email and the Whova conferencing app, continuing to make you aware of events, enhancing, modifying or improving our services, and determining the effectiveness of our work. We also have a legitimate interest in keeping visitors, staff and students safe on our premises.

We use various ways to achieve our [mission and strategy](#): We will process the personal information you have supplied to us to conduct and manage the study including any related advertising and publication and distribution of study results and information to third parties in order to further awareness and knowledge in the area of research, enable us to give you the most appropriate marketing, information, service and products and provide the best and most secure experience. These are what we consider to be our “legitimate Interests”.

### Your consent

Occasionally, we may need to process your data on the basis of your consent. If this happens, we will seek your consent to process your data for that purpose. We will explain to you how you can withdraw your consent at the time of you giving it. If you do withdraw consent, this will not affect the lawfulness of processing based on your consent before your withdrawal.

For the ANH event, we need your express consent to share your personal data with the Indian authorities, so that they can vet your application for entry to the country to be able to attend the event. We will obtain your consent online and by email and keep a record of your consent for a reasonable time after the end of the event in India, and delete it no later than 13 weeks after the event has ended.

### **Our interests**

The following are some examples of when and why we would use this approach in our work:

Booking online: In order for us to process a booking, contact information has to be collected.

Events: We will use your personal data for the smooth organisation and running of our events.

Direct Mail: We may send postal and email communications relating to the event(s) you wish to attend, and/or which further the aims and objectives of the School. We will also make sure our marketing is relevant for you, tailored to your interests.

Campaigns: Where you have expressed an interest in our campaigns, including fundraising, we may contact you by post, email and/or telephone, based on any preferences you have indicated to us.

Personalisation: Where the processing enables us to enhance, modify, personalise or otherwise improve our services/communications for the benefit of our supporters.

Analytics: To process your personal information for the purposes of analysis, assessment, profiling and direct marketing, on a personalised or aggregated basis, to help us with our activities and to provide you with the most relevant information as long as this does not harm any of your rights.

Research: To determine the effectiveness of campaigns and marketing, and to develop our services, systems and relationships with you.

We will also hold information about you so that we can respect your preferences for being contacted by us.

### **Your interests**

When we process your personal information for our legitimate interests, we will consider and balance any potential impact on you and your rights under data protection and any other relevant law. Our legitimate business interests do not automatically override your interests – we will not use your personal data for activities where our interests are overridden by the impact on you (unless we have your consent or are otherwise required or permitted to by law).

Please see our [Data Protection Policy](#) for more information.

Remember, you can change the way you hear from us or withdraw your permission for us to process your personal details at any time by using our contact information in each email we send to you.

### **Whova**

**Whova is a third party conferencing mobile phone application created by Whova inc. A US company based in San Diego (the 'App')**

**For the administration and provision of events IMMANA may make the Whova application available to event participants. Participants should note that:**

- a) your use of the App is subject to acceptance of the Whova Terms and Conditions.**
- b) Any personal data that you provide on the App will be managed and stored by Whova inc, a third party that is not associated with the London School of Hygiene and Tropical Medicine.**
- c) Any personal information placed onto the App will be visible to IMMANA and will only be used for the purposes of running the event unless personal information is placed in an area of the app that is visible to all users in which case you agree that any information has been placed in the public domain and that LSHTM cannot be held responsible for any processing of such data.**
- d) Personal information placed on the App will be deleted within a reasonable time after the event.**

### **Transfers of personal data outside the EEA**

Occasionally we partner with service providers and/or international organisations to collaborate and deliver research and other events overseas. If these events are directly relevant to the interests you have expressed in our work, we may share your information with such a partner, for the sole and specific purpose of that event.

When we share your personal data with a partner in this way, we may do so using cloud computing solutions, and/or we may transfer your personal data to a recipient outside of the European Economic Area. Where we do this, and the recipient is in a country which the European Commission has decided does not have adequate data protection laws, we will make sure that appropriate safeguards are in place to protect your information and your rights under privacy law.

### **Retention of your personal data**

We will hold your personal data for the time specified in our data retention schedules, or if there is no such time specified, for a reasonable time. This may mean that we retain your information indefinitely, until you tell us you no longer wish to receive the information, or until the area of the School's work you are interested in comes to an end. We will aim to keep your contact information up-to-date and if we become aware that it is out of date and cannot be updated we may at that time delete your data. We may contact you for time to time to confirm your continued interest in our work.

### **Contact details for queries**

If you want further information about how your personal information is used or want to correct, restrict or erase personal details, please consult [www.lshtm.ac.uk/dpo](http://www.lshtm.ac.uk/dpo) or [dpo@lshtm.ac.uk](mailto:dpo@lshtm.ac.uk).