



Department
for Education

Privacy Notice: Survey of EU staff in UK Higher Education

Who we are

This work is being carried out by the Institute for Employment Studies on behalf of the Higher Education Social Research team at the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of the Survey of EU staff in UK higher education.

How we will use your information

If you consent to take part, we will receive your personal data from the survey and are processing it in order to explore long-term impacts on the EU workforce in the UK's Higher Education sector. More information about this work is available from the project manager, at: james.forsyth-harris@education.gov.uk

The nature of your personal data we will be using

The categories of your personal data that we will be using for this project are:

- Your name and contact details

Why our use of your personal data is lawful

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this project, the relevant condition(s) that we are meeting are that you give informed consent for the processing of your personal data.

Who we will make your personal data available to

We sometimes need to make personal data available to other organisations. These might include contracted partners (who we have employed to process your personal data on our behalf) and/or other organisations (with whom we need to share your personal data for specific purposes).

Where we need to share your personal data with others, we ensure that this data sharing complies with data protection legislation. For the purpose of this project:

- we are employing the Institute for Employment Studies to process your personal data on our behalf. This means that they will be collecting data through the survey and analysing it on our behalf.
- we need to share a dataset with the Department for Business, Energy and Industrial Strategy in order for them to analyse the data to inform planning in relation to the UK's research capabilities, but this will be anonymised and will not contain any of your personal data. This data sharing is lawful because participants are giving informed consent for it to occur.

How long we will keep your personal data

We will only keep your personal data for as long as we need it for the purpose(s) of this piece of work, after which point it will be securely destroyed. Please note that, under Data Protection legislation, and in compliance with the relevant data processing conditions, personal data can be kept for longer periods of time when processed purely for archiving purposes in the public interest, scientific or historical research, and statistical purposes.

Your data protection rights

Under certain circumstances, you have the right:

- to ask us for access to information about you that we hold
- to have your personal data rectified, if it is inaccurate or incomplete
- to request the deletion or removal of personal data where there is no compelling reason for its continued processing
- to restrict our processing of your personal data (i.e. permitting its storage but no further processing)
- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

If you need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>.

Further information about your data protection rights appears on the Information Commissioner's website at:

<https://ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights/>.

Withdrawal of consent and the right to lodge a complaint

Where we are processing your personal data with your consent, you have the right to withdraw that consent. If you change your mind, or you are unhappy with our use of your personal data, please let us know by contacting Kate Arnill Graham at Kate.ArnillGraham@ies.ac.uk.

Alternatively, you have the right to raise any concerns with the Information Commissioner's Office (ICO) via their website at <https://ico.org.uk/concerns/>.

Last updated

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was last updated on 17th July 2018.

Contact Info:

If you have any questions about how your personal information will be used, please contact us at james.forsyth-harris@education.gov.uk and enter 'Survey of EU staff in Uk HE' as a

reference. For the Data Protection Officer (DPO) please contact us via [gov.uk](https://www.gov.uk) and mark it for the attention of the 'DPO'.