

GERONTE NEWSLETTER – PRIVACY NOTICE

You have chosen to subscribe to the newsletter of the GERONTE H2020 project. The GERONTE Newsletter is published twice a year. The purpose of the GERONTE Newsletter is to communicate widely the results and activities of the project as they happen and that are of public and general interest.

This privacy notice describes how we collect and use personal information about you during and after your relationship with us, in accordance with the applicable data protection legislation (the Data Protection Act 1998 until 24 May 2018 and the General Data Protection Regulations (the “GDPR”) from 25 May 2018).

Before making your decision to subscribe to the GERONTE newsletter, we ask you to read this sheet. You are free to accept or refuse the invitation to subscribe.


As coordinator of the GERONTE H2020 project and owner of the GERONTE H2020 project website (geronteproject.eu), universit  de Bordeaux is a “data controller”. This means that we are responsible for deciding how we hold and use personal information about you. We are required under data protection legislation to notify you of the information contained in this privacy notice.

This notice does not form part of any contract of employment or other contract to provide services. We may update this notice at any time.

It is important that you read this notice, together with any other privacy notice we may provide on specific occasions when we are collecting or processing personal information about you, so that you are aware of how and why we are using such information.

Data protection principles

We will comply with data protection law. This says that the personal information we hold about you must be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.  Kept securely.

The kind of information we hold about you

- Personal data, or personal information, means any information about an individual from which that person can be identified. It does not include data where the identity has been removed (anonymous data).

We may collect, store, and use the following categories of personal information about you:

- Personal contact details such as name, surname, email address.

How is your personal information collected?

We collect personal information via a registration form of the GERONTE H2020 project website. The form sends the information to contact@geronteproject.eu, managed by universit  de Bordeaux’s project coordination team.

How we will use information about you and the legal basis for processing your data under the General Data Protection Regulations

Your personal information is collected for the purpose of setting up a mailing list to automatically send the newsletter to registered addresses. This information is collected in a spreadsheet stored securely on the premises of the University of Bordeaux.

Data sharing

Registered email addresses will be shared with GERONTE H2020 project partner SIOG who edits and publishes the newsletter on behalf of the GERONTE consortium. To do so they will generate a mailing list using constantcontact.com. On receiving the first newsletter, you will have the option to unsubscribe embedded in the newsletter. **You can opt out at any time.**

Data security

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

Data retention

How long will you use my information for?

We will only retain your personal information for as long as necessary to fulfil the purposes we collected it for, including for the purposes of communication and subscription of the GERONTE H2020 Project newsletter. Details of retention periods are as follows:

- Personal information will be retained for 5 years beyond the end of the GERONTE project unless you withdraw your consent.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

Rights of access, correction, erasure, and restriction

Your duty to inform us of changes

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes during your relationship with us.

Your rights in connection with personal information

Under certain circumstances, by law you have the right to:

- Request access to your personal information (commonly known as a “data subject access request”). This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- Request correction of the personal information that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.
- Request erasure of your personal information. This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).
- Object to processing of your personal information where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal information for direct marketing purposes.
- Request the restriction of processing of your personal information. This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- Request the transfer of your personal information to another party.

If you want to review, verify, correct or request erasure of your personal information, object to the processing of your personal data, or request that we transfer a copy of your personal information to another party, please contact the Data Protection Officer in writing.

No fee usually required

You will not have to pay a fee to access your personal information (or to exercise any of the other rights). However, we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

What we may need from you

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal information is not disclosed to any person who has no right to receive it.

Right to withdraw consent

In the limited circumstances where you may have provided your consent to the collection, processing and transfer of your personal information for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact the Data Protection Officer. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

CONTACT INFORMATION

Data Protection Officer

Université de Bordeaux appointed a Data Protection Officer to oversee compliance with this privacy notice. If you have any questions about this privacy notice or how we handle your personal information, please contact the Data Protection Officer in writing at: Université de Bordeaux, Délégué à la Protection des Données 351 Cours de la Libération FR-33405 Talence Cedex

If you have any ethical concerns, you can contact the project team, which includes an ethics advisor, at contact@geronteproject.eu

If you feel that, despite all your requests to the team in charge of the GERONTE project and to the Data Protection Officer of the Université de Bordeaux, your rights recognized by the legislation on the protection of personal data have not been respected, you have the possibility to lodge a complaint with the French data protection Authority, called "National Commission for Information Technology and Civil Liberties - CNIL".

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