Postgraduate Renewal Programme: Consultation Survey (January 2022)

Privacy Notice

Introduction

Trinity College respects your right to privacy and actively seeks to preserve the privacy rights of individuals who share personal data with the University. Any data which you provide for the purposes of the Postgraduate Renewal Programme: Consultation Survey (January 2022) ('the survey') will be processed in compliance with data protection legislation, specifically the EU General Data Protection Regulation 2016 ('GDPR') and Data Protection Acts 1988-2018.

The data captured by the survey will be anonymous in nature and we kindly ask that you refrain from including any information in the survey’s free text boxes which could identify you or anyone else, directly or indirectly. In the event that you can be identified from the data provided please be assured that no efforts will be made to use this data or contact you for any other purpose. The data we collect from you will be processed for the purposes of the survey only and processed fairly and lawfully in keeping with the principles of data protection as set out under Article 5 GDPR.

Security and retention

We assure you that this is a strictly confidential survey. Data will be stored electronically and will be protected by secure passwords known only to designated personnel. Under no circumstances will your individual responses be made available to anyone. Your participation in this survey is voluntary and you may choose not to participate if you wish.

Personal and anonymous data will be stored confidentially and securely as required by the Trinity College Data Protection Policy and Information Systems Security Policy. The University is committed to ensuring that the processing of your data is safeguarded by appropriate technical and organisational security measures relevant to the processing in accordance with Article 32 GDPR requirements.

In keeping with the data protection principle of storage limitation we will only retain your data for as long as is necessary for the purposes of the survey.

Legal basis for processing personal data

The legal basis for processing is consent - namely Article 6(1)(a) of the GDPR for the processing of personal data. In the event that you wish to withdraw your consent to participate in the survey and you can be identified from the data this will be actioned immediately.
Your rights under data protection law

As previously stated, data collected by the survey will be anonymous and respondents will not be identifiable. However, in the event that you can be identified from the data and you wish to exercise your rights under data protection law please contact dataprotection@tcd.ie. Further information is available at https://www.tcd.ie/dataprotection/.

**Right of Access** - You have the right to request a copy of the personal data processed and to exercise that right easily and at reasonable intervals.

**Rectification** - You have the right to have inaccuracies in personal data that we hold about you rectified.

**Erasure** - You have the right to have your personal data deleted where we no longer have any justification for retaining it, subject to exemptions such as the use of pseudonymised or anonymised data for scientific research purposes.

**Object** - You have the right to object to processing your personal data if we have processed your data for the exercise of the public tasks of the University and you believe the processing to be disproportionate or unfair to you.

**Restriction** - You have the right to restrict the processing of your personal data if:

- You are contesting the accuracy of the personal data.
- The personal data was processed unlawfully.

Further information

If you have any queries relating to the processing of your personal data for the purposes outlined above you can contact the Postgraduate Renewal Programme at pgrenewal@tcd.ie.

If you wish to make a complaint or escalate an issue relating to your rights, you can contact the Trinity College Data Protection Officer at dataprotection@tcd.ie.

Further information is available at https://www.tcd.ie/privacy/.

If you are not satisfied with the information we have provided to you in relation to the processing of your personal data or you are dissatisfied with how Trinity College is processing your data you can make a complaint to the Data Protection Commission at https://forms.dataprotection.ie/contact.

Date: January 26, 2022.