

Privacy Notice

The General Data Protection Regulation (GDPR)

The GDPR, established on 25th May 2018, ensures that the data rights of citizens in the EU are standardised across the member states and that data rights are protected and appropriately used by businesses and organisations. GDPR will also be applied in the UK, despite Brexit.

The Information Commissioners Office (ICO) is the UK's independent body dedicated to ensuring that individual information rights are upheld and appropriately protected by organisations that collect personal data.

What is personal data?

Personal data is information that relates to an identifiable individual. This could be a name, date of birth, address, email, or even an Internet Protocol (IP) address. Even if the information is inaccurate, it will still be considered as personal data under the GDPR if it relates to an individual.

What information does PRUK collect?

PRUK recognises the importance of data protection and as an organisation that primarily funds research, we will only collect the information necessary to review applications submitted to us for research funds. We have a bi-monthly newsletter service, where people can sign-up to receive these updates and offer their personal data to us. We also offer a mentoring service for researchers, where again we collect personal data for the purposes of matching persons who have signed up and agreed to be matched with a mentee or mentor. Additionally, peer review is an important part of our research assessment process and we store a database of peer reviewers who agree to review our applications each year.

Specifically, we request the following data:

<i>Application forms</i>		<i>Newsletter</i>	
Name	Email	Name	
ORCHID iD	Signatures	Email	
Address	Job Title/Role/Salary	Interests and profession	
<i>Mentoring scheme</i>		<i>Peer review</i>	
Name	Job title	Name	Job title
Email	Research interests and expertise	Email	Research interests and expertise

The data we collect enables us, as a charity, to undertake the activities necessary to meet our charitable objectives and goals.

Website Cookies

Pharmacy Research **UK**

Cookies are small files that are automatically dropped on your computer as you browse the web. In and of themselves they are harmless bits of text that are locally stored and can easily be viewed and deleted.

The law states that we can store cookies on your device if they are strictly necessary for the operation of this site. For all other types of cookies, we need your permission. PRUK does not use any cookie information other than to operate the website as necessary. We encourage visitors of our website to get in touch if they have any concerns.

Data retention

PRUK does not keep any information for longer than is necessary. All the information we collect is stored electronically on a secure cloud-based platform, with the exception of research contracts that we hold in paper form, which is filed and securely locked away under lock and key.

As award holders for our awards and grants have an obligation to continue reporting the progress of their research up to 5 years after the research has finished, PRUK will retain the relevant research contracts for that duration. After this point, all information will be securely destroyed. PRUK carries out an annual data clean-up and review exercise as standard, in addition to daily data maintenance, to ensure all the data stored is appropriately filed and any data not required for us is securely discarded.

How PRUK processes information?

The information we collect is used in accordance to the purpose for which it was collected. As such, PRUK will only use the information collected to:

- Update you on your application for funding, including any relevant contracting arrangements and associated project reporting duties, or to share other information which we think is relevant to your research
- Send information about our activities through our newsletter, with key updates on future activities we have planned as an organisation or which we think may be directly relevant to pharmacy research
- Contact you in regard to arranging a suitable mentor/mentee partnership
- Invite you to take part in the peer review process once we receive our applications that require external review

As a member of the Association of Medical Research Charities (AMRC), we provide an annual report of the amount of funding we have spent on research and other related activities. No personal information is shared in this exchange. We also partake in the UK Health Research Analysis Exercise and provide information about our grants in order to assist in informing how much money is spent across a range of health areas. We always withhold personal data in this exchange and will only ever provide the information necessary.

Pharmacy Research **UK**

As a charity, we have a responsibility to make information about the research we fund available. We therefore publish a list of the research we have funded on our website to address this, as we feel this is an important part of remaining transparent as an organisation.

Information security

Information is at the heart of how we work and what we use to undertake our duties, therefore PRUK takes information security very seriously. We will never share your information with any party outside of the organisation without your consent, with the exception of partnership award funding where we work directly with another organisation to provide a jointly funded scheme.

If we feel that there is any information, from an external source (such as a conference or event) that may be of interest to you, we may include this in updates, but will never pass on any of your details to a third party, without your express permission.

Contact us

If at any point, you would prefer us to amend your details, stop contacting you, set your preferences for what we contact you about, or delete your information entirely, please let us know. Email any member of the PRUK team and we would be happy to help you.

Should you be concerned about how we process your data, at any point, please contact Desh Mofidi at desh.mofidi@pharmresuk.org.uk. If you are still not satisfied or wish to escalate the issue further, you can contact the ICO direct on their website: <https://ico.org.uk/concerns/>.