

Measuring the Mountain project Privacy Notice



This document was written by the **University of South Wales**. It is an easy read version of '**Measuring the Mountain Project Privacy Notice**'.

June 2020

Introduction



We are the **University of South Wales**. We are running the **Measuring the Mountain** project.



If you get involved in this project, we will need to keep some information about you.



This document explains how we will keep your information safely. And what we do with it.



We will follow important laws for keeping your information safely. This includes:

- the **Data Protection Act (2018)**
- **General Data Protection Regulation (GDPR)**.

What information we will collect



- Your contact information like your name, home address, phone number and e-mail address.



- Your videos showing a day in your life.

How we will use your information



- We will only use your contact information to contact you. And organise the project. It will be kept safely and privately.



- We will put your video on our website: www.mtm.wales. And social media. We might show it as part of the Citizens' Jury.

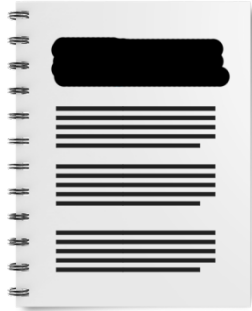


- We will use your video and what you say during the project to tell others about our work.



We will ask you for your consent to use and keep your information.

How long we will keep your information



We will remove your contact information as soon as the project has finished.



Information from your video and from the Citizens' Jury will be kept for up to 5 years.



The **Measuring the Mountain** website will stay on the internet until 2026.

How we will keep your information safe



We will keep your information safe. We will follow the laws about this.



Only staff who need to use your information will be able to see it.



We will keep some information on a computer. It will be kept secure. And it will be protected by a password.



Information kept on paper will be kept safe in our secure offices.



Any other organisation that helps us deal with information will follow the data protection laws too.

Your rights



- You can see your information that we keep at any time.
- You do not have to let us keep any of your information if you do not want us to.
- You can ask us to change or delete your information. And limit how your information is used.



If you want to:



- speak to someone about any of this or
- if you are not happy with how we have used your information or
- if you want to complain about how we have used your information

write to our **Data Protection Officer** at:
dataprotection@southwales.ac.uk.



If you complain to our **Data Protection Officer** and you are not happy with how your complaint was dealt with, you can contact the **Information Commissioner**:



Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF



Website: www.ico.org.uk



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