

## **EUROCALL Privacy Notice**

This Privacy Notice explains how EUROCALL collects, uses and processes participants' personal data as a data controller and explains individuals' rights in relation to the personal data that it processes.

EUROCALL actively seeks to preserve the privacy rights of members that share information with EUROCALL. The personal data which you provide will be processed in accordance with UK data protection legislation, specifically EU GDPR, UK GDPR and the Data Protection Act 2018.

The EUROCALL Executive Committee is the Data Controller for the Association.  
The Data Control Leads are the Honorary Secretary and Treasurer of the Association.

### **What is the purpose and legal basis of the processing?**

As we are a member organisation, it is legitimate that we hold information for the purposes of contact regarding our research and educational activities. That data normally consists of your name, institution, email address and postal address. In the case of student members, they must forward us their supervisor's name and address.

Personal information will only be used for the normal business of the Association and no other, without further consent. This information will be used for the following purposes:

- To enable you to register for EUROCALL events, including the EUROCALL conference
- To enable EUROCALL to contact you, by email, on EUROCALL-related matters
- To enable you to apply for or to renew your membership of EUROCALL
- To enable us to fulfil our obligations to you as a EUROCALL member
- To enable you to take part in EUROCALL activities

The following lawful basis that applies to this processing is:

**UK GDPR & EU GDPR's Article 6.1(a)** – the data subject has given **consent** to the processing of their personal data for specific purposes.

EUROCALL does not process special category data for its purposes.

### **How the EUROCALL collects your personal data**

EUROCALL shall collect the personal data using an online membership form, accessible through the EUROCALL website.

### **Change of Purpose**

EUROCALL will only use your personal data for the purposes for which it collected in, unless it reasonable considers that it needs to use the personal data for another reason and that reason is compatible with the original purpose. If EUROCALL needs to use your personal data for an unrelated purpose it shall notify you and explain the legal basis for which allows it to do so.

### **How long does EUROCALL hold your personal data?**

Members' data will only be retained while an individual remains a fully-paid-up member of the Association. Information on former members will not be retained.

## **Categories of personal data processed by EUROCALL**

### **Personal Data**

EUROCALL may collect, use, store and transfer the following types of personal data as part of this processing:

- Name
- Institution
- Email Address
- Postal Address

Please note that EUROCALL holds no payment information, as membership payments are processed via PayPal or by bank transfer.

### **Special Category Data**

“Special Categories” or particularly sensitive personal information, such as information about your health, racial or ethnic origin, sexual orientation require higher levels of protection.

EUROCALL does not process special category data to fulfil its purposes.

### **Who does EUROCALL share your data with**

EUROCALL shares personal data with third parties where necessary for the purposes of the processing and where there is a legal basis to do so. Where information is shared with such third parties, EUROCALL will seek to share the minimum amount necessary.

As part of this processing EUROCALL may share your personal data with the following third parties:

- Cambridge University Press – hold names and contact details for members who receive hard copies of the journal, ReCALL, and of authors reviewers on a secure server.
- Ionos
- Zoom
- Open conf: <https://www.openconf.org/arch2019/author/privacy.php>

EUROCALL uses abstract management and peer-review systems supported by external agencies for the processing of conference paper submissions. These services are anonymised and password protected, and the personal information is kept no longer than the end of the calendar year in which the conference occurs.

### **International Transfers**

EUROCALL will transfer your personal data to the following countries outside of the United Kingdom:

- EU/EEA

In these circumstances your personal data is being transferred on the basis that the Secretary of State has made an adequacy regulation in respect of said countries. This means that countries are deemed to provide equivalent protection to personal data as provided by the UK data protection regime.

### **Your rights as a Data Subject**

As a EUROCALL data subject you have the right to:

- Access and obtain a copy of your personal data on request;
- Require EUROCALL to change incorrect or incomplete personal data;
- Require EUROCALL to delete or remove your personal data, for example where the data is no longer necessary for the purposes of processing. Note, however that EUROCALL may not always be able to comply with your request of erasure for specific legal reasons which will be notified to you, if applicable, at the time of your request;
- Object to the processing of your personal data where EUROCALL is relying on its legitimate interests as a legal ground for processing;
- Where EUROCALL is relying upon consent to process your personal data, you may withdraw your consent at any time; and ask EUROCALL to stop processing personal data for a period if the personal data is inaccurate or there is a dispute about whether or not your interests override EUROCALL's legitimate grounds for processing the personal data.

### **Further information and your right to complain**

Further information in respect of EUROCALL's practice in respect of data protection and our Data Protection Policy is available by contacting [eurocall@ulster.ac.uk](mailto:eurocall@ulster.ac.uk).

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 EUROCALL transfers a copy of your personal information to another party, please contact the EUROCALL's Data Protection Officers:

Professor David Barr ([JD.Barr@ulster.ac.uk](mailto:JD.Barr@ulster.ac.uk))  
Teresa Mackinnon ([profteresamac@gmail.com](mailto:profteresamac@gmail.com))

If you are not satisfied with how EUROCALL is processing your personal data, you can make a complaint to the ICO. Further information about your data privacy rights are available on the ICO's website at: [www.ico.org.uk](http://www.ico.org.uk)