



## SECLI-FIRM Project Privacy Policy

### Policy Scope: SECLI-FIRM Project led by University of East Anglia

**Data Controller:** University of East Anglia (UEA). You can contact the University's Data Protection Officer at [dataprotection@uea.ac.uk](mailto:dataprotection@uea.ac.uk)

**Data Processor:** World Energy & Meteorology Council (WEMC) is the data processor

**This policy refers to personal data held on the SECLI-FIRM project database**

#### What information do we collect about you?

We will collect your name, email, organisation, country and if relevant the event you attended

#### Where does our information come from?

The information we hold is provided by you when you attend stakeholder engagement events, webinars or if you provide your information via the website or via social media platforms.

#### How will we use your information?

Purpose	Lawful basis
SECLI-FIRM project communication, dissemination and exploitation	Consent
Evaluation (Project related surveys)	Consent

#### Sharing your information

We will only share your information for SECLI-FIRM project communication, dissemination, exploitation and evaluation purposes, with our SECLI-FIRM Project Communications project partner [World Energy & Meteorology Council \(WEMC\)](#) with whom we hold a data processing agreement.

#### Future events

We would like to use your contact details for future SECLI-FIRM Project communication, dissemination, exploitation and evaluation purposes, but require your consent to do so.

#### How long we keep your information

We will keep your information for the duration of the project i.e. 31<sup>st</sup> January 2021



### Your rights

You can find out more about your data protection rights at: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you would like us to stop using your personal data at any time, contact [info@secli-firm.eu](mailto:info@secli-firm.eu)

### Concerns and complaints

If you are unhappy with how we've used your personal data you can make a complaint to the Information Commissioner's Office. See: <https://ico.org.uk/concerns/>

### Website statement

#### Cookies

The SECLI-FIRM website ([www.secli-firm.eu](http://www.secli-firm.eu)) places cookies, which are small data files, on your computer or handheld device. This is standard practice for all websites. Cookies are essential for helping us deliver a high-quality website and browser experience for our visitors and members. Some cookies collect information about browsing and information search behaviour.

#### Cookies from External Parties

Some of the cookies are placed with the consent of UEA and SECLI-FIRM by third parties with the aim to bring certain products and services to your attention or to give you direct access to social media; Google Maps, Twitter, LinkedIn, YouTube. For the cookies that these external parties place, the information they collect with them and the purpose for which that information is used, we refer to the privacy statements of these parties on their own websites. These statements can change regularly and UEA and SECLI-FIRM has no control over these changes.

#### Google Analytics

When you visit our website [www.seclfi-firm.eu](http://www.seclfi-firm.eu) we are interested to learn about your interests in our work. To better understand this, we enlist the help of a third party service, Google Analytics, to collect standard internet log information and details of visitor activity. For example, we are able to know the number of visitors to various parts of the site. We use this information to improve our website and provide you, the visitor, a better browser experience. The information is only processed in a way that allows anonymity so no one can be identified. We do not make, and do not allow Google to make, any attempt to find out the identities of our website visitors. Please see [Google's Privacy Policy](#). This privacy notice do not cover the links within the SECLI-FIRM website which link to other websites. We suggest you read the privacy statements on other websites you visit.'

### Changes to this privacy notice

We regularly review the SECLI-FIRM project privacy notice. This privacy notice was last updated in August 2018

### How to contact us

Further information and contact, email [info@secli-firm.eu](mailto:info@secli-firm.eu)