

Integrated Land Use Conference 2023 – Pre-Conference Planning Survey - Privacy Notice

The Data Controller of the information being collected is the University of the Highlands and Islands (UHI), Executive Office, 12B Ness Walk, Inverness IV3 5SQ. Phone: 01463 279000

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at dataprotectionofficer@uhi.ac.uk

This privacy statement relates to the following process:

Integrated Land Use Conference 2023 – Pre-Conference Planning. We are gathering information from students who might be attending the conference to assist with logistics and planning.

Personal information gathered:

- With your consent: your name and student ID (to be able to contact you)

If you choose to provide your name and student ID this will be processed alongside information gathered in relation to:

- Your course, year of study, and the college you attend
- Accommodation preferences
- Travel preferences and where you will be travelling from

If you do not provide your name and student ID, the information will be gathered anonymously.

Your information will be used for the following purposes:

To assist with planning for the conference including logistical arrangements, including travel and accommodation options.

To contact students who have indicated that it would be helpful to discuss arrangements.

Our legal reason for using the data is:

Consent: you have given your consent for us to contact you as a follow up to the information you have provided

Data retention

Your data will be retained for the following length of time:

- Till the end of the academic year 2022-23

Rights of data subjects

The following rights are rights of data subjects:

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights [apply only in certain circumstances](#):

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.