

## LIVE Data Protection Notice

At University College Cork, we treat your privacy seriously. Any personal data which you provide to the University will be treated with the highest standards of security and confidentiality, in accordance with Irish and European Data Protection legislation. This notice sets out details of the information that we collect, how we process it and who we share it with. It also explains your rights under data protection law in relation to our processing of your data.

### Who we are

Throughout this Notice, “we”, “us” and “our” refers to the LIVE project staff, the School of Biological, Earth and Environmental Science, University College Cork. The LIVE project is led by staff at the School of BEES, University College Cork, Ireland, who will be responsible for collecting your data, which will be stored at University College Cork. The LIVE partnership also includes members from Bangor University; Kerry County Council; Cyngor Gwynedd; South Kerry Development Partnership CLG; and the National Trust for England and Wales. The LIVE partnership promotes tourism through co-operative marketing of natural and cultural assets to bring tourists into regions outside of the traditional peak tourist seasons.

For more information about us, please refer to our website: [ecomuseumlive.eu](http://ecomuseumlive.eu)

### How we collect your data

We collect your data from you when you provide it to us either from contact by you through our online channels or interaction with us directly for the purposes that you consent to. This may include your name, email address, your image, video or audio recordings (collectively referred to as “Recordings”) that may identify you. It will be used by us only in accordance with the purposes outlined in this notice.

### The purpose and legal basis for collecting your data

Any personal data you provide to us via direct contact or by signing up to a mailing list will be processed fairly and lawfully.

**We will only use your data for the purpose that you have consented to.** These may include:

- Building a network of stakeholders relevant to the LIVE Operation;
- Arranging events that may take place online, in Wales or in Ireland;
- Circulating newsletters if you have requested to receive them;
- Allowing us to provide you with information that you have requested;
- Including information that you provide in scholarly research outputs;
- Recordings or images that you provide that may be included in social media posts, digital and print materials, website content, where you have consented to their publication;
- Contacting you in relation to an environmental sighting that you have submitted.

The Data Protection Acts allows us to process your data because you have provided your explicit consent. You are entitled to withdraw your consent at any time. If you do withdraw your consent, we will no longer process your personal data and will take steps to delete all reference to your data securely, if possible.

## Details of third parties with whom we share personal data

The LIVE project staff will not share your data with third parties outside of the project. Within the LIVE project, and only for the purposes to which you have given prior consent, data may be shared between the project staff in our partner organisations, which are:

Bangor University, Wales;  
 Gwynedd Council, Wales;  
 The National Trust for England and Wales;  
 Kerry County Council, Ireland;  
 South Kerry Development Partnership CLG, Ireland.

Specifically, for the purposes of our citizen science and environmental monitoring programmes in Ireland, we will log your sighting with the National Biodiversity Data Centre ([www.biodiversityireland.ie](http://www.biodiversityireland.ie)) who will process your data in accordance with its own Privacy Policy ([www.biodiversityireland.ie/privacy-policy/](http://www.biodiversityireland.ie/privacy-policy/))

## Cross-border data transfers

Your data will only be shared between the LIVE project partners if it is strictly necessary for the purposes to which you have consented. All of the LIVE partners adhere to strict data protection regulations and are obliged to keep your data safe and secure.

## How long we will keep your data

In keeping with the data protection principles, we will only store your data for as long as is necessary. For the purposes described here we will store your data for the duration of the LIVE Operation, which is currently intended to close in September 2023. After that, research data will be held securely for 10 years within UCC. Contact details or personal information will not be stored beyond that time.

## Your rights

You have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data, including the right:

- to find out if we use your personal data, access your personal data and receive copies of your personal data;
- to have inaccurate/incomplete information corrected and updated;
- in certain circumstances, to have your details deleted from systems that we use to process your personal data or have the use of your personal data restricted in certain ways;
- to object to certain processing of your data by UCC;

- to exercise your right to data portability where applicable (i.e. obtain a copy of your personal data in a commonly used electronic form;
- where we have relied upon consent as a lawful basis for processing, to withdraw your consent to the processing at any time;
- to not be subject to solely automated decision;
- to request that we stop sending you direct marketing communications.

If you wish to avail of these rights, please write to: The Information Compliance Manager, University College Cork, 4 Carrigside, College Road, Cork (or email [foi@ucc.ie](mailto:foi@ucc.ie)).

## Questions or complaints

If you have any queries in relation to how we are storing or using your data, please contact a member of the LIVE team at [live@ucc.ie](mailto:live@ucc.ie). You can contact the LIVE project manager, Lucy Taylor, directly at [lucy.taylor@ucc.ie](mailto:lucy.taylor@ucc.ie).

If you have any complaints in connection with our processing of your personal data, you can contact UCC's Information Compliance Manager: **Information Compliance Manager, Office of Corporate & Legal Affairs, University College Cork, Western Road, Cork E: [foi@ucc.ie](mailto:foi@ucc.ie) Tel: +353 21 4903949**

You also have the right to lodge a complaint with the Data Protection Commission if you are unhappy with our processing of your personal data. Details of how to lodge a complaint can be found on the Data Protection Commission's website ([www.dataprotection.ie](http://www.dataprotection.ie)), or by telephoning 1890 252 231.