



**Medical
Research
Council**



MRC Regulatory Support Centre advice service, email distribution lists and events privacy notice

The MRC Regulatory Support Centre (referred to as 'we' or 'our') holds and uses personal data in order to support service delivery. This privacy notice specifically covers the personal data collected and held for our advice, communications and events programmes which are all run through our generic email address:

rsc@mrc.ukri.org

The MRC Regulatory Support Centre is part of UK Research and Innovation (UKRI). UKRI is the data controller for the personal data we hold and use. You can find further details about how your personal data is controlled in the [UKRI privacy notice](#).

Advice service and email distribution lists

Staff at the MRC Regulatory Support Centre use and manage your contact details in order to:

- deliver advice,
- keep members of the research community up to date on the research regulatory and governance landscape,
- share relevant events and initiatives, and
- guide you on any other related matters.

We hold your contact details (e.g. your name, role, organisation, email address, etc.)

We obtain this personal data from you or from public sources, e.g. your organisation's website.

To support the research process, share experiences or raise awareness of services, we may share your contact details with others in academic research organisations. e.g. to facilitate networking by adding you to an email copy list. In these instances we would usually ask for your permission before sharing your details.

We actively manage our lists of contact details to account for mail delivery failures, and when we are informed of other changes, e.g. change of name/role, etc. You can tell us to delete your contact details at any time by emailing rsc@mrc.ukri.org. All emails which we send from rsc@mrc.ukri.org give you the ability to unsubscribe.

Event attendees

We run workshops as part of our learning programme, these can be face-to-face or virtual events. We hold personal data for these events:

- to manage your booking and attendance (this may include details about your accessibility needs, dietary requirements, etc.), or
- to help follow up issues raised at the event and/or allow others to watch the event after it has happened (e.g. via saved chat and recordings of the event).

We may share your name, email address, role and organisation with others attending the same event in a delegate list. Before we do so we would ask your permission and/or give you the opportunity to opt-out.

We will share your personal details with venue(s) to allow them to permit you access to the venue, and for them to manage any accessibility and/or dietary requirements. We may use venues outside of MRC or UKRI. If you want to find out more about a particular venue's data policy, please contact them directly.

We will only keep your personal data for as long as necessary to fulfil the purposes we collected it for. To determine how long we keep your personal data, we consider:

- the amount, nature and sensitivity of the personal data,
- the potential risk of harm from unauthorised disclosure of your personal data,
- the purposes for which we process your personal data, and
- whether we can achieve those purposes with anonymised data.

For example, we delete special categories of personal data soon after the event. Other personal data is kept to allow certificates of attendance to be issued and reissued, when needed. We retain anonymised data for longer periods in order to improve and report on usage of our services.

If you have any questions, please email: rsc@mrc.ukri.org

Transfer outside of the UK

We have overseas units in the Gambia and Uganda, and we may transfer your contact details to these countries for the reasons outlined above. We will meet the legal protections (or safeguards) when transferring your personal data outside of the UK.