
Privacy Notice for Drug Policy Voices

This Privacy Notice explains who we are, how and why we collect and use personal information about you, what personal data is collected and held about you for **the research project Drug Policy Voices**, our purposes and lawful bases for processing, who we share your personal data with, relevant retention periods, and how you can exercise your privacy rights.

Throughout this notice, “University”, “we”, “our” and “us” refer to the Manchester Metropolitan University, an exempt charity under Schedule 2 to the Charities Act 1993 (amended by the Charities Act 2011). The University is the Data Controller in respect of the personal data you provide as part of Drug Policy Voices.

The University is registered as a Data Controller with the Information Commissioner’s Office (ICO). We manage personal data in accordance with the General Data Protection Regulation (GDPR) and the University’s Data Protection Policy.

We collect and process certain data about you, including information of a sensitive nature. This includes:

- **Name**
- **Email Address**
- **Age**
- **Ethnicity**

Your responses to online surveys relating to the study, within this will include health data which is special category data.

Your information will enable us to collate and study the opinions of those with personal experience of consuming substances in order to include these voices into debates about drug policy reform.

Our lawful basis for processing data follows. From article 6; we rely upon Public Task (E) when collecting and using personal data. From article 9; we rely upon the Archiving, Research and Statistics condition (J) to process special category data.

This study is governed by a Research Collaboration Agreement between Man Met and University of Leicester. Therefore data will be shared with nominated individuals, as outlined in the participation information sheet.

You can withdraw your consent at any time. You can withdraw your consent by writing to Rebecca Askew R.Askew@mmu.ac.uk stating your name, the title of the study and in the e-mail subject state: **Withdrawal of Consent**.

Your personal data will only be retained for as long as it is necessary in accordance with the University's Retention and Disposal Schedule. Specifically, we will retain your personal data for the length of the project plus ten years.

Our Data Protection Officer can also be contacted using dataprotection@mmu.ac.uk, by calling 0161 247 3884 or in writing to: Data Protection Officer, Legal Services, All Saints Building, Manchester Metropolitan University, Manchester, M15 6BH.

You have the right to lodge a complaint with the Information Commissioner's Office (ICO) as the supervisory authority in respect of the processing of your personal data. Please contact: casework@ico.org.uk or telephone: 0303 123 1113. For any further contact information please see: <https://ico.org.uk/global/contact-us/>