

Privacy Notice

Children's Acute Surgical Abdomen Programme (CASAP)

Background

The survey has been initiated by The Children's Acute Surgical Abdomen Programme (CASAP) Committee. Information about CASAP can be found here <https://www.niaa-hsrc.org.uk/CASAP-Home#pt>.

Professor Ramani Moonesinghe and University College London (UCL) are the Data Controllers for your information.

This privacy notice is specific to the CASAP Organisational Survey and explains how we use your personal information in relation to the survey and your rights regarding that information.

What personal information do we collect and what do we do with this information?

We will collect your full name if you wish to be listed as a collaborator on any future publication of the CASAP survey. The survey responses will be analysed and reported by Dr Andrew Selman of UCL and the CASAP Committee within 5 years of the survey closing. It will not be possible to identify any individuals from this.

What is the legal basis for collecting the data?

Consent

Will the data be shared?

The information will stay within the CASAP Project Team and will not be shared with anyone else.

How long will we process your data for?

When analysis of the Survey is completed (by the end of 2023) we will destroy your contact details.

How do we protect your data?

Professor Ramani Moonesinghe and University College London (UCL) take the security of your personal information seriously. In order to prevent unauthorised access or disclosure and unlawful or unauthorised processing and accidental loss, destruction or damage, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

What are your rights?

- Right of access
- Right to data portability
- Rights in relation to inaccurate personal or incomplete data
- Right to object to or restrict our data processing
- Right to erasure
- Right to withdrawal of consent

Where our processing of your personal information is based on your **consent**, you have the right to withdraw your consent at any time.

If you wish to exercise any of your rights please contact dpo@rcoa.ac.uk in the first instance.

Who can I contact about this Notice?

Questions, comments and the exercise of your rights regarding this Privacy Notice and your personal information are welcomed. RCoA has a Data Protection Officer – Sharon Drake who can help you with any queries about the information in this Privacy Notice. She can be contacted at the following:

- email address: dpo@rcoa.ac.uk;
- telephone number: ; 020 7092 1501
- address: Churchill House, 35 Red Lion Square, London WC1R 4SG

If you wish to make a complaint on how we have handled your personal information, you can contact our Data Protection Officer. If you are not satisfied with our response or believe we are processing your personal information in a way that is not in accordance with the law, you have the right to lodge a complaint with the supervisory authority in the UK responsible for the implementation and enforcement data protection law: the Information Commissioner's Office (the "**ICO**"). You can contact the ICO via their website – <https://ico.org.uk/concerns/> - or by calling their helpline – 0303 123 1113.

