

2022 US-Ireland Research Innovation Awards

Expression of Interest Registration

Privacy Notice (ADM-005)

1. What we need

Our Personal Data Protection Policy governs the use and storage of your data. You can see our Personal Data Protection Policy at <https://www.ria.ie/privacy-and-data-protection>

The Royal Irish Academy is the Controller of the personal data you (data subject) provide us. We collect the following types of personal data from you:

- Name and surname
- Role
- Company name
- Email address

2. Why we need it

We need your personal data in order to provide you with the following services:

- Name and surname - we need this information to identify your submission and for follow up communications
- Role and company name - we need this to identify your expression of interest.
- Email address - we need this information to contact you with information relating to your application for this award and to generate the unique access link for your online application form

3. What we do with it

Your personal data is processed in The Royal Irish Academy located in Ireland. Hosting and storage of your data takes place in Office 365, Admincontrol, JotForm, AWS and on Academy file servers which are in the EEA.

Your data will be accessed by the Communications and Programmes and Administration departments and it will be shared securely with the appropriate team members of the American Chamber of Commerce, Ireland.

The data supplied is used to:

- Generate a unique access link for your online application form
- Share an application pack for your nominated award category
- Issue an invitation to you to participate in a 'Preparing your application' webinar on Thursday, 2 December at 10am.
- Contact you in autumn 2022 with details of the call for applications for the 2023 US-Ireland Research Innovation Awards.

Your data will not be repurposed for any other objective and no other third-party providers have access to your data, unless specifically required by law.

4. How long we keep it

We will retain data supplied when registering an expression of interest for these awards until October 2022, when all contact details will be securely deleted. The remaining information is retained for reporting purposes (internally and externally, including the American Chamber of Commerce, Ireland). This can include returns on gender, award category interest and name of the interested corporate entity. These data are anonymised for reporting purposes. This information may be retained indefinitely for archival and research purposes.

5. What are your rights?

Should you believe that any personal data we hold on you is incorrect or incomplete, you have the right to request to see this information, rectify it or have it deleted. You have also the right to know what of your personal data we are processing (right of access). For any inquiry on your data, please contact us via email at dataprotection@ria.ie and reference Privacy Notice ADM-005.

In the event that you wish to complain about how we have handled your personal data, please contact our Data Protection Officer at dataprotection@ria.ie or in writing at Academy House, 19 Dawson Street, Dublin 2, D02 HH58, Ireland. Our DPO will then look into your complaint and work with you to resolve the matter.

If you still feel that your personal data has not been handled appropriately according to the law, you can contact Data Protection Commission, 21 Fitzwilliam Square South, Dublin 2, D02 RD28, Ireland and file a complaint with them.