

Senedd Commission Privacy Notice – COVID-19 Register of Experts for Wales

This Privacy Notice sets out how the Senedd Commission's Research Service (Senedd Research) collects and uses the information you provide

The Senedd Commission is the data controller of the information you provide, and will ensure it is protected and used in line with data protection legislation.

Your data may be shared with the Welsh Government and its own Privacy Notice will tell you how it will use your data. They will use the information to identify and make contact with individuals who may be able to assist them with their own work in dealing with the pandemic.

Our Contact Details

If you have any questions about how the register will work please contact Graham Winter at Graham.winter@senedd.wales.

Any data protection queries should be sent to the Data Protection Officer at:

Data.Protection@senedd.wales

0300 200 6565

Information – What, Why, Where, How?

What is the data?

Senedd Research is compiling a register of academics to be called upon, as necessary, to provide expert input regarding both the COVID-19 pandemic and its impacts, with a particular focus on Wales. The information collected will include the name, contact details, Welsh language ability and details of the expertise and role of those who wish to be on the register.

Why are we collecting it?

We are collecting this information in order to provide expertise to Senedd staff, Members of the Senedd, and MS Support Staff in relation to the COVID-19 pandemic and to seek views as to the key issues relating to the pandemic for Wales.

We may also use this information to keep you informed about the progress of Senedd business relating to the pandemic.

Who is collecting and using the data?

The data is being collected by Senedd Research and may be used by other Senedd Commission staff, Members of the Senedd and Member Support Staff.

Will it be shared or publicised?

The information collected may be shared with Welsh Government officials for the sole purpose of responding to the COVID-19 pandemic. They will use the information to identify and make contact with individuals who may be able to assist them with their work in dealing with the pandemic. The Welsh Government will have its own Privacy Notice to cover this and we would recommend that you familiarise yourself with that to learn how it may use your information.

Where will it be stored?

The Commission will store your information securely on our ICT systems. Our ICT system includes third party cloud services provided by Microsoft. Any transfer of data by Microsoft outside of the EEA is covered by contractual clauses under which Microsoft ensure that personal data is treated in line with European legislation.

How long is it stored for?

When personal information is provided, the personal data will be held for as long as the COVID-19 Register of Experts remains active which is expected to be for the duration of the COVID-19 pandemic and for a period of time afterwards to allow for any ongoing lines of enquiry or workstreams to be completed. Following this, the information collected and held will be securely deleted by the Senedd Commission.

You can request to have your information removed at any time

Your rights

You have certain rights over the information we hold. In summary the rights include:

- The right to be informed about how your personal information is used;
- The right of access to copies of your personal information;
- The right to rectification if your information is inaccurate;
- The right to erasure of your personal information in certain circumstances;
- The right to restrict our use of your personal information in certain circumstances;

- The right to object to the use of your personal information in certain circumstances.

If you would like to engage any of these rights, please email information-request@senedd.wales.

Our legal bases for collecting, holding and using your personal information

Data protection law sets out various legal bases (or ‘conditions’) which allow us to collect, hold and use your personal information.

We consider that our collection and use of your information is necessary to help us access expert input to advise Members of the Senedd and staff on the virus and its implications; to support scrutiny and legislative functions; to enable Members to represent their constituents; and to collect views on the key issues facing Wales. As such, the Commission will rely on the following legal basis:

The processing is necessary for the performance of a task carried out in the public interest in accordance with Article 6(1)(e) of the General Data Protection Regulation read together with section 8(d) of the Data Protection Act 2018.

Requests for information made to the Commission

In the event of a request for information being made under access to information legislation, it may be necessary to disclose all or part of the information that you provide. We will only do this if we are required to do so by law.

How to complain

If you have any concerns about how we use your information please contact us as set out above.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO’s address:

Information Commissioner’s Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113