

## **DATA PRIVACY NOTICE**

### 1. Introduction

Wellcome Trust (Wellcome) has commissioned The Careers Research and Advisory Centre (CRAC) in collaboration with Technopolis to conduct a landscape review of the following countries: the UK, Republic of Ireland, USA, Kenya, Malawi, South Africa, Thailand, Vietnam, Germany and Switzerland on employment contracts and salary provision.

For the purpose of this evaluation, Wellcome, CRAC and Technopolis are the joint data controllers in respect of the personal data collected within the scope of this privacy notice.

Information about Wellcome's privacy policy can be found here [Privacy and terms.](#)

Information about Technopolis' privacy policy can be found here [Technopolis Group » Privacy Policy](#)

### 2. Uses of your information

This study draws on document analysis and interviews with stakeholders to gather evidence on evidence on three areas:

- the employment contracts commonly used to employ researchers,
- the impact of Wellcome eligibility requirements for organisations to underwrite PI's and Co-I's salaries impacts on researchers' inclusion,
- funder teaching buy-out conventions and how provision is used by organisations.

Findings from the interviews will be summarised in country profiles written by CRAC and Technopolis and then in a final report that CRAC will write. All data will be anonymised and your contribution will not be identifiable.

### 3. Legal basis for using your personal information

Under data protection legislation, a legal basis is required to be able to process your personal information for the purposes set out above. The collection and use of your personal information will be based on you providing your explicit consent.

Withdrawal of consent: Consent must be a clear positive action that you have given your agreement to the use of your personal information, and consent can also be withdrawn at any point if you are no longer happy with the use of your personal information for a specific reason. If you wish to withdraw consent, please do so in writing to Katja Jonsas, Research and Evaluation Manager, [katja.jonsas@crac.org.uk](mailto:katja.jonsas@crac.org.uk).

Once consent is withdrawn, we will destroy all relevant personal information unless we are relying on a different legal basis to justify keeping your personal information. If that is the case, we will tell you in writing. However, withdrawing your consent does not affect the lawfulness of processing based on consent before you withdrew it.

### 4. What personal information we will collect

Personal information that we may collect during the research could include the following:

- Name
- Email
- Host university
- Academic discipline
- Career stage
- Current position
- Current employer

#### 5. Storage and sharing of personal information

Information supplied through the interviewee screening surveys will be collected through JISC Online Surveys tool. During data collection, the data are stored in an encrypted state. You can learn more about the privacy policy of JISC Online Surveys here [Privacy notice – Online Surveys](#)

The information you submit will be compiled by CRAC but only anonymised data derived from the surveys may be included in our research report. You will not be identifiable from any such outputs. We will not pass your information to any other organisation except where required to do so by law.

#### 6. Your rights over your personal information

Once your personal information has been collected, you have certain rights in relation to that personal information that may be exercised. You have the right to:

- Request access to your personal information (and receive a copy of it)
- Request correction of any inaccurate personal information held about you
- Request for your personal information to be deleted
- Withdraw your consent for us to use your personal information

All these rights have certain limitations depending on the request and the purpose for which we are holding your personal information. To exercise any of these rights, in the first instance please contact Katja Jonsas, Research and Evaluation Manager, [katja.jonsas@crac.org.uk](mailto:katja.jonsas@crac.org.uk).

#### 7. How we protect your personal information

CRAC has a range of security measures to protect your personal information:

- All staff are required to undertake training in data protection and information security on joining the organisation and then on an annual basis;
- Formal information security policies that must be read and understood by all staff;
- Personal information is only available to those members of staff who require access as part of their role;
- Our information and data systems are accredited through the Cyber Essentials scheme and the ISO 27001 standard on information security.

#### 8. How long we will hold your personal information

CRAC are only able to retain your personal information for as long as it is needed for the purpose(s) for which it was collected. Personal information you have shared will be retained by CRAC no longer than the length of this project; your data will be deleted by the completion of this project, the completion is currently scheduled to be 30th August 2025, unless extended.

#### 9. Complaints about the use of your personal information

If you are unhappy with the way in which your personal information has been handled, please contact us via [katja.jonsas@crac.org.uk](mailto:katja.jonsas@crac.org.uk) and we will try to resolve your issue. If we are not able to resolve the issue to your satisfaction, you can make a complaint to the data protection supervisory authority. In the UK, this is the Information Commissioner's Office (ICO) which can be contacted at:

Information Commissioner's Office

Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Tel: 0303 123 1113; Email: [casework@ico.org.uk](mailto:casework@ico.org.uk)

#### 10. Changes to this privacy notice

We keep our privacy notices under regular review, and we will inform you of any changes to this notice in writing.

Last reviewed on 14/05/2025.