

GEMS/Water Capacity Development Centre, University College Cork

Data Protection Notice

At the GEMS/Water Capacity Development Centre (CDC), we treat your privacy seriously. Any personal data which you provide to the Centre will be treated with the highest standards of security and confidentiality, in accordance with Irish and European Data Protection legislation. This notice sets out details of the information that we collect, how we process it and who we share it with. It also explains your rights under data protection law in relation to our processing of your data.

Who we are

Throughout this Notice, “we”, “us” and “our” refers to the GEMS/Water CDC, University College Cork. For more information about us, please refer to our website: <https://www.ucc.ie/en/gemscdc/>

How we collect your personal data

We may collect data from you when you attend an GEMS/Water CDC event, signed up for our newsletter, engage with the GEMS/Water programme, or communicated with us in any way. It will be used by us only in accordance with the purposes outlined in this notice. We may also receive your personnel data through UN Environment.

The purpose and legal basis for collecting your data

Any personal data you provide to us will be processed fairly and lawfully.

It will be used for the purposes of informing you of events, training and any updates related to the GEMS/Water CDC mission and activities.

The Data Protection Acts allows us to process your data because you have provided your explicit consent. You are entitled to withdraw your consent at any time. If you do withdraw your consent, the GEMS/Water CDC will no longer process your personal data and will take steps to delete all reference to your data securely.

Details of third parties with whom we share personal data

The GEMS/Water CDC will share your data with the following third parties where necessary for the purpose of the process outlined above: UN Environment, other relevant participants in the GEMS/Water programme and University College Cork’s approved travel agency.

Cross-border data transfers

In the course of processing your personal data, it may be transferred outside of the European Economic Area on the understanding we rely on legally approved mechanisms to lawfully transfer data across borders including the Standard Contractual Clauses approved by the European Commission.

How long we will keep your data

In keeping with the data protection principles we will only store your data for as long as is necessary.

For the purposes described here we will store your data for as long as the GEMS/Water CDC is active and participates in outreach and public engagement activities relevant to the data subject.

Your rights

You have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data, including the right:

- to find out if we use your personal data, access your personal data and receive copies of your personal data;
- to have inaccurate/incomplete information corrected and updated;
- in certain circumstances, to have your details deleted from systems that we use to process your personal data or have the use of your personal data restricted in certain ways;
- to object to certain processing of your data by the GEMS/Water CDC;
- to exercise your right to data portability where applicable (i.e. obtain a copy of your personal data in a commonly used electronic form);
- where we have relied upon consent as a lawful basis for processing, to withdraw your consent to the processing at any time;
- to not be subject to solely automated decision;
- to request that we stop sending you direct marketing communications.

If you wish to avail of these rights, please write to: The Information Compliance Manager, University College Cork, 4 Carrigside, College Road, Cork (or email foi@ucc.ie).

Questions or Complaints

If you have any queries in relation to data held by the GEMS/Water CDC please contact the Institute at 021-4205276 or gemsdcadmin@ucc.ie.

If you have any complaints in connection with our processing of your personal data, you can contact UCC's Information Compliance Manager: **Information Compliance Manager, Office of Corporate & Legal Affairs, University College Cork, Western Road, Cork E: foi@ucc.ie Tel: +353 21 4903949**

You also have the right to lodge a complaint with the Data Protection Commission if you are unhappy with our processing of your personal data. Details of how to lodge a complaint can be found on the Data Protection Commission's website (www.dataprotection.ie), or by telephoning 1890 252 231.

In giving your consent, you understand and agree that your personal details will be used by the GEMS/Water CDC, UCC for the purposes outlined above.