

## **Privacy Policy**

The personal information provided in connection with proposal submissions and other related forms and documentation (Personal Information) will be used to assist the overall process of managing applications and subsequent awards. Personal Information submitted will not be shared with other parties other than as detailed below and where we use third parties to carry out or develop certain services for us.

Personal Information provided will be used by Diamond and may be disclosed to funding bodies for the purpose of processing applications and the subsequent management of awards including the following uses:

- a. registration of proposals;
- b. inclusion of name, establishment, address on a database shared with STFC for administration purposes;
- c. the acquisition of external referees' comments;
- d. the preparation of material for use by the peer review panels;
- e. statistical analysis to inform the evaluation of the quality of the research undertaken and to study demographic trends;
- f. policy and strategy studies;
- g. monitoring the progress of the research against agreed targets and milestones;
- h. monitoring the time awarded;
- i. all aspects of administration related to awards including documentation, management, experimental procedures, health and safety, accommodation and catering purposes etc.

You should be aware that, for the purpose of peer review, your Personal Information may be sent to external experts in countries outside the European Union including countries which do not have any data protection laws. By submitting your proposal to us you are agreeing that you consent to the transfer of your Personal information in this way.

You must ensure that you have the permission of any other person who is named on the application form (for example any co-investigators) for the provision of their personal information to Diamond and the processing of their data by Diamond for the purposes set out above.

We may also use Personal Information to inform you about Diamond news, future events and related activities. If you do not wish to receive such future correspondence from Diamond then please e-mail us at [diamonddata@diamond.ac.uk](mailto:diamonddata@diamond.ac.uk)

Information may be stored manually or electronically. Any personal information you give to us will be processed in accordance with the UK Data Protection Act 1998. Any queries relating to data collection or use of personal information should be sent to [diamonddata@diamond.ac.uk](mailto:diamonddata@diamond.ac.uk)