



The Association
of Commonwealth
Universities

Privacy Notice

Data controller

The data controller is the Marshall Aid Commemoration Commission (MACC), represented by its appointed administrator, the Association of Commonwealth Universities (ACU), Woburn House, 20-24 Tavistock Square, London WC1H 9HF, UK. The Data Protection Officer is the Data Protection Officer of the FCDO.

Purpose of processing

Some examples of the type of information we may collect about you are:

- Your name and your title
- Job title
- Postal address
- Telephone number(s)
- Email address(es)
- Date of Birth
- Register of Interest
- Records of your correspondence with us (whether email or hard copy)
- Dietary, accessibility and mobility information
- Photographs and digital images of you if you attend our events
- Your bank details if we make payments to you

Your information may be used to:

- respond to parliamentary questions/requests for information from the Government
- invite you to participate in ACU/MACC activities or events
- seek your opinions or advice on areas that we consider to be of mutual interest
- provide you with information about us or that we consider may interest you (including about carefully selected third party events, products or campaigns)
- provide you with services you have requested from us
- keep a record of our interactions with you
- administer and process payments you make for products, services or charitable donations.

Legal basis for processing

The legal basis for processing your data is the ACU's legitimate interests.

Legitimate interests

ACU's legitimate interests are the provision of services to its member universities and institutions, and promoting and supporting excellence in higher education for the benefit of individuals and societies throughout the Commonwealth and beyond.

Data recipients

Your data may be shared with the Secretariat of the Marshall Aid Commemoration Commission (ACU), the British Embassy and Consulates in the United States of America,); UK Foreign, Commonwealth and Development Office and other Departments of the UK government, the US Embassy in the UK; British Universities; the Association of Marshall Scholars; and selected partners or sponsors.

Data transfers

Your data will be processed by the ACU and possibly by other third parties. Your data will be protected in accordance with the General Data Protection Regulation 2016/679 of the European Union. We do not sell personal data to any third parties or use it for commercial purposes. Third parties with which we share your personal data are required not to sell it.



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Retention

Your data will be retained indefinitely. If you ask us not to send any further information we will respect that request.

Your rights

You have the following rights:

- To be informed, which is the purpose of this Privacy Notice
- To obtain a copy of your personal data. There is no fee for this unless you make repeated requests for the same data. We will provide your data as soon as possible
- To have your personal data rectified if it is inaccurate or incomplete - at most within one month.
- To have processing of your data restricted or stopped if you contest its accuracy, or object to its processing. In such cases processing will be restricted until the matter is resolved. We will inform you of that resolution.
- To object if you consider you have grounds relating to your particular circumstances.
- To complain about the way we have processed your personal data, you can contact the Information Commissioner's Office, the statutory body which oversees data protection law – www.ico.org.uk/concerns to, email casework@ico.org.uk