### **SiGNE Website Privacy Policy**

The University of Limerick as manager of the SiGNE Project website actively seeks to preserve the data protection rights of those individuals who share information with the SiGNE Project. Personal data will be processed in compliance with Irish and European Data Protection legislation, specifically the General Data Protection Regulation (EU) 2016/679 ('GDPR') and the Data Protection Acts 1988 – 2018

# Personal Data Collected on our Website

We collect your personal data on our website where you choose to provide it. For example, we may collect your name, contact details and preferences when you complete an online form or register to attend an event. We will not collect any unnecessary personal data from you and will only process your data as explained in this Notice and at the point of collection.

## **Technical Information/Cookies**

Technical details in connection with visits to this website (e.g. IP address) may be logged by the University as project coordinator for administrative and auditing purposes. For example, IP addresses may be read to identify users visiting the website in order to allow them access to certain functionality. The technical information will be used only for security, statistical and other administrative purposes and is not shared with third parties.

The website uses cookies in order to remember your actions or preferences over a period of time, or to deliver certain website functionality. As required by law, the website will ask for your consent for all cookies other than those that are strictly necessary for the operation of the websites.

The purpose and legal basis for collecting your data

In order for the use of personal data to be lawful, it should be processed in accordance with a legal basis as set out under Articles 6 and 9 GDPR.

The University will ensure that your data is processed fairly and lawfully in keeping with the principles of data protection and will process personal data under various legal bases depending on the purpose for which the data is collected on our websites.

#### Security

The University of Limerick will employ reasonable and appropriate administrative, technical, personnel, procedural and physical measures to safeguard your personal data against loss, theft and unauthorised users' access, use or modification.

#### **Sharing Data with Third Parties**

The University will only share your personal data with external third parties where we are required to do so under a statutory or legal obligation, or we are required to do so under a contractual obligation or we have your consent, or we are otherwise permitted to do so in accordance with data protection legislation.

#### **Your Rights**

Your rights relating to your personal data include:

- to be informed (via this privacy notice and other communications);
- your right to request access to personal data held by the University, and to have any incorrect personal data rectified;
- your right (where appropriate) to the restriction of processing concerning you or to object to processing;
- your right to have personal data erased (where appropriate); and
- your right to data portability regarding certain personal data;

Requests for any of the above should be addressed by email to SIGNE@ul.ie