



The British Vacuum Council – Data Privacy Statement

Who We Are

The British Vacuum Council is a Registered Charity - No.292999

The British Vacuum Council (BVC, “the Council”) is a body comprising appointed representatives of organizations which, or some part of which, have an interest in the field of vacuum science and technology, and representatives of such other similar organizations as shall from time to time become affiliated to the Council.

Personal Data

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller’s possession or likely to come into their possession.

The processing of personal data is governed by the General Data Protection Regulation (GDPR).

BVC takes the security and accuracy of personal data seriously. It complies with its obligations under the General Data Protection Regulation by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure.

Data Controller

The Data Controller is the Honorary Secretary of the Council as elected at the Annual General Meeting.

What Data is Held?

BVC holds the following data on individuals

Name, Title, affiliation(s), address(es), telephone number(s), email address(es), honours and degrees, membership of professional bodies and learned societies, scientific and technical interests, publications.

Financial information restricted to the payment of expenses or prize awards, including dates, amounts and details of claims; no details of bank accounts, etc., are held as payment to individuals is normally by cheque.

Legal Basis on Which Data is Held

Data is held on the basis of the legitimate interest of the Council to be able to contact individuals in the pursuance of its Charitable Objectives, which are:

to promote and advance the understanding and teaching of vacuum science, technology and its applications by:

- (a) co-ordinating and promoting conferences, seminars, courses, and publications in these fields
- (b) encouraging excellence amongst postgraduate students and other young research workers in these fields
- (c) assisting postgraduate students and other young research workers to attend conferences, seminars, and courses in these fields

- (d) representing Great Britain on the International Union of Vacuum Science, Technique, and its Applications (IUVSTA)

Financial information is held for the purposes of proper financial control of the assets of the Council and maintenance of accounting records.

Sharing Personal Data

Personal data will be treated as strictly confidential and will only be shared with others for purposes connected with the Council and its Charitable Objectives.

Retention of Data

Data will be retained indefinitely.

Rights of an Individual

An individual has

- (a) the right to request a copy of the personal data which BVC holds about them (a Subject Access Request) usually supplied in electronic form;
- (b) the right to request that BVC corrects any personal data if it is found to be inaccurate or out of date;
- (c) the right to request that their personal data is erased where it is no longer necessary for BVC to retain such data;
- (d) the right to withdraw consent to the processing of the data at any time;
- (e) the right, where there is a dispute in relation to the accuracy or processing of your personal data, to request that a restriction is placed on further processing;
- (f) the right to object to the processing of personal data;
- (g) the right to lodge a complaint with the Information Commissioners Office.

Contact Details

To exercise all relevant rights, queries or complaints in the first instance contact the Honorary Secretary at the address given on the website <http://www.british-vacuum-council.org.uk>.

Contact information may also be found on the website of the Charity Commission for England and Wales <https://www.gov.uk/government/organisations/charity-commission>, by searching on Charity Number 292999

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

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