**Privacy Notice – Argyll College UHI – Marine Industry Training Centre Survey**

**The Data Controller of the information being collected is:** Argyll College UHI, West Bay, Dunoon, PA23 7HP

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at dataprotectionofficer@uhi.ac.uk

**This privacy statement relates to the following process:**

Marine Industry Training Centre survey regarding facility and curriculum development

**Your information will be used for the following purposes:**

**Purpose 1: Collect relevant information for the development of the Marine Industry Training Centre for Argyll College UHI**

Argyll College UHI is planning to build the Marine Industry Training Centre (MITC) at Dunstaffnage, by Oban.

Argyll College UHI is a partner in the Argyll Growth Deal, and the MITC forms part of the Marine Aquaculture Programme.

The Marine Aquaculture Programme consists of 3 main elements.

1 Marine Industry Training Centre – Argyll College UHI

2 International Seaweed and Shellfish Industry R&D Centre – Scottish Association of Marine Science UHI

3 Machrihanish Innovation Campus – Stirling university

The Marine Industry Training Centre will address the immediate local and regional demand for marine and maritime training to support the boatbuilding and repair, marinas ports and harbours, aquaculture, workboat, offshore renewables and other marine support industries. It will provide training solutions and innovation through research and development to support the next generation of marine business.

Your feedback is very important in the initial development of the MITC. Your input will help form the design and requirements of the facility and the curriculum and training opportunities it will provide in the future to support local and regional businesses.

Argyll College UHI will use the feedback from this survey to direct curriculum and training development to best meet the needs of the local economy and society.

**Our legal reason for using the data is/are:**

Purpose 1: Use is necessary for the purposes of legitimate interests pursued by Argyll College UHI.

**The legitimate interest of the controller or third party is:**

**The processing is undertaken under the legitimate interest of:** Argyll College UHI.

**Summary of legitimate interest:**

The Marine Industry Training Centre is a significant strategic development for Argyll College UHI and an important part of the Argyll Growth Deal. It is extremely important that we gather relevant views and information to make informed decisions and best use of the resources to develop maximum benefit through the project for local people and businesses.

**Your data will, or may, be shared with the following recipients or categories of recipient:**

|  |
| --- |
| * Argyll College UHI
* Survey results will be collected and analysed in UHI’s online survey provider system – JISC online survey.
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**The following personal data being used for this process has, or may, have originated from sources other than you:**

|  |
| --- |
| Some organisations being contacted are being contacted as the have an existing relationship with Argyll College UHI and the ordinary contact details for that relationship are being used for this purpose. Some organisations may not have an ongoing relationship with Argyll College, in these cases your contact details may have been found using one of the following sources:Web search, business directories (both publicly accessible sources). |

**Your data will be retained for the following length of time:**

**Purpose 1:**

The contact data used to contact you will be retained until: The end of the MITC design engagement period. This is estimated to last until August 2022.

Survey responses will be retained until: The end of the MITC design engagement period. This is estimated to last until August 2022.

The following rights are rights of data subjects:

• The right to access your personal data

• The right to rectification if the personal data we hold about you is incorrect

• The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

*•* Theright to withdraw consent at any time if consent is our lawful basis for processing your data

• The right to object to our processing of your personal data – you can object to this processing and/or receiving further emails like this by contacting don.mitchell@uhi.ac.uk

• The right to request erasure (deletion) of your personal data

• The right to data portability

You also have the right to lodge a complaint with the Information Commissioner’s Office about our handling of your data.