

## Arcturis Patient and Public Advisory Panel Privacy Notice

**Last updated:** 28 May 2024

This privacy notice explains how and why personal data (information that relates to an identified or identifiable individual) are processed by Arcturis Data (UK) Limited (“Arcturis”, “we”, or “us”) for the purpose of recruiting to and managing its Patient and Public Advisory Panel (referred to hereafter as the ‘Panel’).

If after reading this notice you have any questions or queries, or would like any further information, please do not hesitate to contact our Data Protection Officer via [dpo@arcturisddata.com](mailto:dpo@arcturisddata.com).

For information on how we process personal data collected for purposes other than those related to the Panel (e.g. through our website) please review our [Privacy Policy](#).

### Purpose and Lawful Basis for Processing Personal Data

Our purpose for processing personal data in relation to the Panel is so we can facilitate the engagement and involvement of patients and members of the public in our research operations.

Our legal basis for processing personal data is Legitimate Interests - UK GDPR Article 6(1)(f) - as the processing is necessary for the legitimate interests of Arcturis, these being to conduct business activity as a clinical research consultancy.

For the processing of sensitive personal data known as ‘Special Category’ data, our condition for processing is Explicit Consent - UK GDPR Article 9(2)(a).

### Recipients of Personal Data

We will collect, process and store personal data using software provided by Microsoft and other third parties who provide services to use. Personal data may also need to be shared with others if required by law.

### How Long Personal Data is Retained For

Personal data is retained for no longer than necessary to fulfil our purpose for processing it. Typically, it is retained for no more than three years after an individual’s involvement in the Panel ends.

Once personal data is no longer necessary it will be either anonymised or destroyed.

### Individual Rights relating to Personal Data

Individuals have several rights which they can exercise in respect of personal data about them:

- The right to request access
- The right to request correction
- The right to request erasure
- The right to object to the processing
- The right to request that the processing of your data is restricted
- Request the transfer of your data to another party
- Rights in relation to automated decision making and profiling.

Further information on these rights is available from the Information Commissioner's Office:

<https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/individual-rights/individual-rights/>.

As Explicit Consent is our condition for processing sensitive personal data, you can also withdraw your consent at any time. If you would like to exercise any of these rights or withdraw consent, please contact our Data Protection Officer via [dpo@arcturisdta.com](mailto:dpo@arcturisdta.com).

## The Right to Lodge a Complaint

If individuals have any questions, concerns or complaints regarding how Arcturis processes personal data, they are encouraged to contact Arcturis in the first instance via <https://www.arcturisdta.com/contact-us/>.

Individuals have the right to lodge a complaint with a data protection supervisory authority. In a UK context, this is the Information Commissioner's Office (ICO). Information on how to complain to the ICO is provided here: <https://ico.org.uk/make-a-complaint/>

## Changes to the terms of this privacy notice

We will update this privacy notice when applicable. If any change would result in us processing your personal data for a new purpose, we would inform you before we start using it for a new purpose.