



DATA PROTECTION INFORMATION SHEET

What will my data be used for?

The data will be used for the purposes set out in the project description. It will not be used for any purposes not connected to the objectives of the research project without your consent.

How will information about me be stored?

Data (both paper and electronic) will be collected and stored in accordance with the Data Protection Act 1998. This means that it will be stored on password-protected computers, or in a locked cabinet if in paper form.

Who will have access to it?

The three members of the project team will have access to your information. Other individuals wishing to access the data during and after the project will require authorisation from Dr Andrew Flinn (Principal Investigator) who will seek permission from the case studies before granting access.

How long will my data be kept for?

The data will be retained securely for the duration of the project and for a period of at least three and no more than ten years in order to allow for re-examination of the data for purposes connected with the project outputs. This is the timeframe set by UCL's data protection policy.

How can I be sure what you are proposing is good practice?

The project is registered for data protection with UCL's data protection officer (reference no. Z6364106/2008/2/42). The research design complies with the recommended standards of both UCL's own Ethics Committee and the British Social Research Association (www.the-sra.org.uk).

Who should I contact if I have any questions?

If you have any questions please contact either the project Research Assistant, Dr Mary Stevens (020 7679 3232 / mary.stevens@ucl.ac.uk) or the Principal Investigator, Dr Andrew Flinn (020 7679 2481 / a.flinn@ucl.ac.uk). We will try to address your query or concern. If you remain unhappy and wish to take the issue up with the School's Director, please write or speak to:

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