



Philos-L Privacy Notice

What data do we collect?

When you subscribe to the list, you provide your email address and associated name. Every post to the list goes into our archive as well as being sent to every subscriber. The archive is publicly available here: <https://listserv.liv.ac.uk/cgi-bin/wa?A0=PHILOS-L>

Who will own my data once I submit it?

Your information will be owned by the University of Liverpool.

Why do you need my data?

We need your email address and associated name because this is a mailing list. We maintain the archive because it provides a more practical way of searching for older messages than going through your own inbox.

What allows you to use my data?

We have your data because you subscribed to the list. If you post a message to the list, it goes into the archive. You can unsubscribe from the list at any time.

Instructions for doing so can be found on our website, which is available here: <https://www.liverpool.ac.uk/philosophy/philos-l/>

Who will my data be shared with?

Your information will not be shared with any other bodies.

Do I have to provide this data and what will happen if I don't?

You can unsubscribe from the list at any time, which will delete your email address and associated name from the list. Instructions for doing so can be found on our

website, which is available here: <https://www.liverpool.ac.uk/philosophy/philos-1/>

It is possible to delete messages from the archive. To do this simply contact the list administrator: Robin McKenna, r.j.mckenna@liverpool.ac.uk.

How long will you keep this data for and why?

We will keep your email address and associated name for as long as you are subscribed to the list so that you can receive messages. We maintain the archive because it allows users of the list to search for messages that may contain valuable information (deadlines etc.).

How will my information be stored?

It will be stored on a University of Liverpool mail server.

Will this information be used to take automated decisions about me?

No

Will my data be transferred abroad and why?

No

What rights do I have when it comes to my data?

Under the UK General Data Protection Regulation, you may have the following rights with regards to your personal data:

- The Right to subject access – you have the right to see a copy of the personal data that the University holds about you and find out what it is used for.
- The Right to rectification – you have the right to ask the University to correct or remove any inaccurate data that we hold about you.
- The Right to erasure (right to be forgotten) you have the right to ask the University to remove data that we hold about you.
- The Right to restriction – you have the right to ask for your information to be restricted (locked down) on University systems.
- The Right to data portability – you have the right to ask for your data to be transferred back to you or to a new provider at your request.
- The Right to object – you have the right to ask the University to stop using your personal data or to stop sending you marketing information, or complain about how your data is used.

- The Right to prevent automated decision making – you have the right to ask the University to stop using your data to make automated decisions about you or to stop profiling your behaviour (where applicable).

Please note that not all rights apply in all situations. To find out more about your rights under the UK GDPR, please visit the Information Commissioner's website.

To request a copy of your data or ask questions about how it is used, contact:

Dan Howarth, Data Protection Officer

- Email: legal@liverpool.ac.uk
- Post: Legal & Governance, University of Liverpool, Foundation Building, 765 Brownlow Hill, Liverpool L69 7ZX

Who can I complain to if I am unhappy about how my data is used?

You can complain directly to the University's Data Protection Team by writing to:-

- Dan Howarth, Data Protection Officer
- By email: legal@liverpool.ac.uk
- Post: Legal & Governance, University of Liverpool, Foundation Building, 765 Brownlow Hill, Liverpool L69 7ZX

You also have the right to complain to the Information Commissioner's Office using the following details:

- The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF
- Telephone: 08456 30 60 60 or 01625 54 57 45
- Website: www.ico.org.uk