

## **Conference Privacy Statement**

## **Summary**

The conference organisers are the United Kingdom and Ireland Association of Forensic Toxicologists (UKIAFT) supported by University of Dundee and Dundee City Region Convention Bureau.

By registering as a presenter or delegate for UKIAFT 2023 you give us permission to contact you about the conference, including events either side of the conference, post conference evaluation and any future UKIAFT conferences and events. Your information will only be used by the United Kingdom and Ireland Association of Forensic Toxicologists, University of Dundee and Dundee City Region Convention Bureau.

Due to the sensitive and confidential nature of the content being shared at the conference, we will not be recording this event. Attendees will be asked to respect the privacy of the content within presentations and posters.

## The Detail

The personal information you provide us will be used by the conference organisers to help organise and evaluate UKIAFT 2023.

Details will be stored in accordance with current data protection legislation for 12 months after the event. The information you provide us on registration will not be shared with third parties except in the following necessary ways:

- 1. Name, email address, institute, research interests and talk details will be published in the conference programme, which will be distributed to all delegates and published online.
- 2. Name, meal choices and dietary requirements will be given to any venue or catering organisations used for the conference.
- Name and appropriate accessibility requirements will be disclosed to transport providers, accommodation providers and conference and social venues where assistance may need to be arranged.
- 4. Name, email address and institute will be held for the purpose of keeping you informed about the planning of the conference.

- 5. Dundee City Region Convention Bureau will administer the post event evaluation survey on behalf of UKIAFT 2023. No identifiable information is required to complete the post event evaluation survey. A full report will be presented to the conference organisers of UKIAFT 2023.
- 6. Name, email address and institute will be held for the purpose of informing you of future UKIAFT conferences and events which may be of interest to you.
- 7. By request of law enforcement agencies bearing a warrant for the detection and prevention of crime.

If your details change after registering for the conference, we encourage you to notify us of any changes by email to allow us to update your details.

Read UKIAFT's GDPR Policy on the UKIAFT Website