Data Protection statement

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Pure is a Current Research Information System (CRIS) that manages and promotes research and innovation activities and outputs across the University of Portsmouth. Pure contains details of all academic / research / teaching / technical members of staff and PhD students at the University of Portsmouth, and is accessible via login to active University of Portsmouth staff and PhD students. The **Portsmouth Research Portal** is a publicly accessible website, which displays selected content held in Pure.

Pure and the **Portsmouth Research Portal** are managed for the University of Portsmouth by the Department of Research and Innovation Services (RIS). The Data Controller of the data is the University of Portsmouth, University House, Winston Churchill Avenue, Portsmouth PO1 2UP.

The University's Data Protection team can be contacted on data-protection@port.ac.uk

What personal data about you is being held?

The personal data held about you in **Pure** includes your name along with your date of birth, biographies, profile photographs (provided by you), HESA ID numbers, staff/student ID numbers, work email addresses, job titles and department and/or research centre affiliations. Where appropriate, **Pure** will also contain further information about the research life-cycle, such as your projects and funding awards. This information may be added by you or by central services, such as Finance.

The data stored in **Pure** and the **Portsmouth Research Portal** is located on AWS servers hosted in the European region. The data transfers involved in processing personal data in **Pure** and the **Portsmouth Research Portal** are legitimised through EU adequacy decisions.

Why is the University holding your data and what it will be used for?

Pure is a database used by UK HEIs to manage, record and promote research activities and outputs across the University, with a view to submitting government returns, such as, the Research Excellence Framework (REF), and also to use this data in staff Performance and Development Reviews (PDR). All academic / research / teaching / technical staff and PhD students have a profile in the **Pure** database that feeds through to the public facing **Portsmouth Research Portal** profile. The **Portsmouth Research Portal** enables the institution to display information about all aspects of the research life-cycle (e.g. publications, activities, press coverage, impact, activities, projects). In addition, **Pure** provides the reporting mechanisms by which the University can plan, manage and coordinate all of its research activities.

Pure holds some specific pieces of personal information about you (e.g. date of birth) to ensure that the University can correctly identify each individual in the database. For example, to distinguish between two individuals with the same name in situations when staff/student ID numbers cannot be used, such as when a PhD student also has a staff record.

Storing information in **Pure** about the impact of your research is necessary to complete the REF submission and also to determine the 'real world' impact of the University's research.

Only a subset of information stored in **Pure** is displayed to the public on the **Portsmouth Research Portal**. This promotes the University's research work to the wider world, and ensures the public can access and use the research produced by the University, maximising its impact on society. It also ensures that the University complies with the UK Research and Innovation (UKRI) Open Access policy. Personal data displayed to the public includes individuals' names, photographs, biographies and email addresses.

Lawful basis for processing

The 'lawful bases' for the University of Portsmouth processing your personal data in Pure are as follows.

Contractual agreement: *"The processing is necessary for the performance of a contract involving the data subject."* In other words, the processing of this data is necessary for the performance of the employment contract that you as an academic / research / teaching / technical member of staff and PhD students enter into with the University (Article 6(1)(b) of the General Data Protection Regulation).

Legal obligation: *"The processing is necessary for compliance with a legal obligation to which the controller is subject".* That is, the University needs to process your data to comply with the requirements of the Government's Open Access policy (UKRI Open Access and REF policy) and any contractual agreement with major funders (e.g. UKRI and Wellcome Trust) (Article 6(1)(c) of the General Data Protection Regulation).

Public interest: *"The processing is necessary for the performance of a task carried out in the public interest."* In other words, it is in the public interest for the University of Portsmouth to process and store your personal data in Pure because it enables the wider world to freely access and benefit from research conducted at the University, via the Portsmouth Research Portal. (Article 6(1)(e) of the General Data Protection Regulation).

Access to personal data

Personal data held in **Pure** is only visible to the individual themselves, the system administrators at the University of Portsmouth and named technical staff at the 3rd party software supplier, Elsevier, when carrying out essential maintenance and security updates.

Some basic personal data held in **Pure** (e.g. name, biography, profile photograph, work email address, education and qualifications) are visible to the public on the **Portsmouth Research Portal**.

How long will the data be kept?

Data in Pure (including research datasets) will be stored in accordance with section 7.3 of the [University of Portsmouth's Data Retention policy](#).

Data is held in **Pure** whilst a member of staff / PhD student remains at the University. When a member of staff or PhD student leaves the University a skeleton profile record is kept in **Pure** because it is the mechanism for linking content (e.g. publications) together. This is essential because

the University needs to retain a database of the research that it has produced for long-term strategy, management and planning purposes. Moreover, this skeleton profile enables publications to remain visible to the public on the **Portsmouth Research Portal** for an indeterminate length of time, which is essential to comply with the Government's Open Access policy (UKRI Open Access and REF policy) and the contractual agreement with major funders (e.g. UKRI and Wellcome Trust). In addition to compliance, it is inherently in the public interest to ensure that the public can continuously (and freely) access publications produced by the University, as it maximises the potential for the research to have a positive impact on society.

Your Rights

If you have personal data about you stored in Pure, then you are entitled to request a copy of the data in an electronic format so that you may pass that data to another body (the right to data portability), as well as to request a copy of the data we hold about you (a Subject Access Request). You are also entitled to raise an objection to the processing where the processing of data we hold about you is likely to cause you damage or distress, and to request either the rectification of any incorrect data, the restriction of any further processing of your data or the erasure of your data (right to be forgotten). Each request for deleting data will be processed with respect to the lawful bases (above).

If you require any further information on, or wish to object to, any of the uses to which we put your data, you should contact the University's Data Protection team on data-protection@port.ac.uk

Finally, you have the right to complain about the processing of your data to the UK regulator, the Information Commissioner's Office. For more information about this body and how to make a complaint, please see www.ico.org.uk.