Innovation Across Nucleic Acids Network

MEMBERSHIP PRIVACY NOTICE

Funder: Biotechnology and Biological Sciences Research Council (BBSRC), UKRI
Host Institution: University of Portsmouth

1. Introduction

The purpose of this notice is to explain how the IANA.network (Innovation Across Nucleic Acids Network) will collect and use the personal information that you provide to us. Personal information means any information that can identify you.

The IANA.network is hosted and coordinated by the University of Portsmouth, which acts as the data controller. Please refer to the University's privacy notice for further information on how your data is managed.

2. Where do we get your information from?

We collect your information directly from you when you:

- Sign up to join the IANA.network
- Register for events or activities
- Complete surveys or provide feedback

3. Why do we collect your information and what information do we collect?

IANA.network brings together researchers, industry, and stakeholders working across nucleic acid innovation. To build, maintain and develop the network, we collect personal information through our sign-up forms and engagement activities.

4. We may collect and store the following personal data:

Core information (required)

- Name
- Contact details (email address)
- Organisation / institution
- Sector (e.g. academia, industry, policy)
- Area of interest or thematic focus
- Career stage

We collect this information to:

- Manage your membership of the network
- Send you information about events, funding opportunities, and newsletters
- Facilitate networking and collaboration opportunities
- Respond to enquiries or feedback

Optional information (for monitoring and improvement)

We may also collect information relating to your expertise, technical capabilities, research interests, and preferences for network activities. This information is used to map UK capability, support collaboration across the community, and inform the design of network programmes, funding calls and events.

You may choose to provide additional information such as:

- Geographical location
- Field of work
- Interests
- Challenges
- Potential involvement with the network
- etc

We may also invite you to provide equality, diversity and inclusion (EDI) information (special category data), including:

- Age
- Gender
- Ethnicity
- Disability
- Caring responsibilities
- Sexual orientation
- Religion or belief

This information helps us understand our community, improve inclusivity, and meet funder reporting requirements. Where "prefer not to say" options are selected, no assumptions or inferences will be made about your personal characteristics. As noted in best practice, such data is collected only where there is a clear purpose and to balance usability and participation.

Any sensitive (special category) data you provide is:

- Collected on a voluntary basis
- Stored securely so that only authorised members of the network team will have access to identifiable data, and data shared externally will be anonymised
- Used only in aggregated and anonymised form

This ensures that individuals cannot be identified from this data. This data will never be used to identify you and will only be analysed in aggregated form.

5. Event participation and media

Where you participate in network activities, and where you have given consent, we may collect:

- Photographs or video recordings

These may be used for:

- Website content
- Social media
- Reports, newsletters, or press releases

Where you provide consent, selected information (such as your name, organisation, and area of expertise) may also be published on the IANA.network website or other public-facing materials to support collaboration, visibility of UK capability, and community building. You may request removal of this information at any time.

6. How we will contact you

We may contact you via:

- Email
- Newsletters
- Relevant professional communication platforms

These communications will include updates about network activities, opportunities, and outputs.

You can opt out of communications at any time by:

- Using the unsubscribe link in emails, or
- Contacting us directly

7. Do we share your personal information?

We may share your information with trusted third parties only where necessary, including:

- The funder: Biotechnology and Biological Sciences Research Council (BBSRC), part of UK Research and Innovation (UKRI)
- Service providers used for communications (e.g. mailing list platforms)

Data may also be shared where required for reporting, evaluation, or compliance with UKRI funding conditions. UKRI may use information for accountability, reporting, and publication of funded activities.

We will never sell your personal data.

8. Data protection and governance

We process your personal data under the lawful basis of consent to operate, manage and develop the network, in accordance with:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- UKRI data and grant requirements

The network is required to manage personal data securely and in line with these regulations.

We process your special category data under the lawful basis of explicit consent and that the processing is necessary to monitor the equality of opportunity or treatment.

9. How long your data is stored for

We will retain your personal data for the duration of the network project and for a limited period after the project ends for reporting, audit, and evaluation purposes in line with UKRI funding and audit requirements.

We will review and update your details on a regular basis. However, if your details change, please do let us know as soon as possible.

If you unsubscribe or request removal, your personal data will be deleted.

10. Your rights

You have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate data
- Request deletion of your data
- Restrict or object to processing
- Withdraw consent at any time

11. Complaints

If you are unhappy with how your personal data has been processed, please contact us in the first instance.

You may also contact the University of Portsmouth Data Protection team or lodge a complaint with the Information Commissioner's Office (ICO).

12. Contact details

If you have any queries about this notice, please contact **Info@iana.network.**

13. Updates to this Privacy Notice

We may update this Privacy Notice from time to time.

Last updated: 23/04/2026