

# **Newcastle University privacy statement concerning impact cases studies submitted to the Research Excellence Framework (REF) 2021**

## **Contributions from external stakeholders**

### **The Research Excellence Framework (REF)**

The REF is a UK-wide system that assesses the quality of research in UK higher education institutions. The next iteration takes place in 2021 and the submission date is November 2020. The REF informs the selective distribution of around £2 billion of public funds for institutions to carry out research. The REF is managed by Research England, which forms part of UK Research and Innovation (UKRI), who ultimately control the personal data Newcastle University submits to the REF.

### **The information we process**

For the purposes of participating in the REF, Newcastle University processes information relating to third-party external organisations. Members of external organisations include individuals who are not employed by the University but who have provided information relevant to the University's preparations for the REF 2021 exercise, including that relating to impact case studies. This statement is designed to clarify how this information will be used.

### **How this information will be used and who we share it with**

The information you provide, which may include personal information, will be used to support the development of submission of Newcastle University's return to the REF 2021. This information will be used by reviewers selected by the REF to assess the submission, which informs the quality assessment and therefore our allocation of available funding. Those parts of submissions that contain factual data about research activity will also be published by UKRI on public webpages. In addition, the results of the REF may be analysed by academic researchers or consultants commissioned by funding bodies. Your personal data, once submitted to the REF, will be subject to Privacy Notice and associated General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) policies issued by UKRI. UKRI will require that anyone who has access to your data, held in UKRI's records, paper or electronic, will respect its confidentiality and will only process it in accordance with instructions issued for the purposes specified by UKRI. Further information can be found here: <https://re.ukri.org/about-us/policies-standards/foi-data-protection>.

### **How long we keep it for**

The data we collect will be kept by the University for seven years.

### **Your rights**

Under the Data Protection Act 2018 and the GDPR, you have the right to see and receive a copy of any personal information that the University holds about you, as well as other rights. More information can be found on the University's Data protection webpages (<https://www.ncl.ac.uk/data.protection>) or by contacting the Data Protection Officer: Maureen Wilkinson, email: [rec-man@ncl.ac.uk](mailto:rec-man@ncl.ac.uk).

The same rights apply to the information the UKRI holds about you. Further information about the Act and GDPR, and guidance on making a subject access request, can be found on the Research England website at <https://re.ukri.org/about-us/policies-standards/foi-data-protection/>.

If you have any concerns about your information being used for these purposes, please contact:

Data Protection Officer  
UK Research and Innovation  
Polaris House  
Swindon, SN2 1FL  
Email: [dataprotection@ukri.org](mailto:dataprotection@ukri.org)