

Event Terms & Conditions, including Covid 19:

Terms & Conditions of booking

COVID19 -The University of Glasgow reserves the right to impose conditions of entry into its events as it, in its absolute discretion, considers necessary to comply with Legal Requirements and Public Health Guidance surrounding COVID-19. The University of Glasgow shall use all reasonable endeavours to inform you of these conditions in advance of the event and reserves the right, without penalty or liability, to refuse entry to or to ask you to leave any event if these conditions are not complied with e.g. Social Distancing, Public Health Guidance and other Legal Requirements.

It is your responsibility to act in accordance with any Legal Requirements and Public Health Guidance.

The University of Glasgow shall not be liable in any way for any illness or loss whatsoever arising from your failure to comply with this obligation.

To facilitate your attendance at an event, we will require you to complete a COVID-19 status form prior to arrival at the venue. Depending on your responses to these questions your registration for the event may be cancelled. This measure has been put in place to ensure the safety of our staff and guests attending an event run by the University of Glasgow.

General Terms & Conditions of booking

The University of Glasgow will be what's known as the 'Data Controller' of your personal data processed in relation to your registration for **Carbon reduction, older tenements and the retrofit challenge in Glasgow**.

This privacy notice below explains how The University of Glasgow will process your personal data.

Why we need it

We are collecting your basic personal data such as your name and email address in order to contact you, if required, regarding your registration for **Carbon reduction, older tenements and the retrofit challenge in Glasgow**.

How long do we keep it for?

Your data will be retained by the University until the event has concluded. After this time, data will be securely deleted.

What are your rights?*

You can request access to the information we process about you at any time. If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and may in some instances request to have it restricted, corrected or, erased. You may also have the right to object to the processing of data and the right to data portability.

If you wish to exercise any of these rights, please contact dp@gla.ac.uk.

*Please note that the ability to exercise these rights will vary and depend on the legal basis on which the processing is being carried out.

Complaints

If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter.

Our Data Protection Officer can be contacted at dataprotectionofficer@glasgow.ac.uk

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO) <https://ico.org.uk/>

Please note that the event programme is subject to change should this be necessary.

The University of Glasgow will not pass your personal information onto any 3rd party out with the University however this booking website (www.eventbrite.co.uk) is a third party; their privacy statement can be found on their website.