# RESEARCH PARTICIPANT INFORMATION SHEET FOR INDIRECTLY COLLECTED OR RE-USED PERSONAL DATA

*This section applies where the data is provided by an external organisation:*

We are writing to you today because your personal data has been provided to the University of Roehampton by External Organisation for the purpose of conducting original research. Information about the research project and contact details for the research team are included below.

External Organisation has provided the following personal data:

List types of personal data

*Applies where the data is being re-used from a previous research project:*

You have previously provided personal data to the University of Roehampton to be included in a research project entitled Name of Research Project.

We are writing to you because the University intends to use the data you originally provided for a new project. Information about the new research project and contact details for the research team are included below.

**Title of Research Project:** Title

Insert information about the research project, and how the data will be used. This section should also confirm how long any personal data will be kept for, and that it will be kept indefinitely in an anonymised form.

**Investigator Contact Details:** Name

Department

University Address

Email

Telephone

**Privacy Notice:**

You have the right to opt-out of your personal data being processed as part of this research project, which you can do by contacting Person. If you do withdraw, your data may not be erased but will only be used in an anonymised form as part of an aggregated dataset.

More information about how your personal data will be used can be found in the University’s [Data Privacy Notice for Research Participants](https://www.roehampton.ac.uk/site/privacy/research-participants/) and its [Data Protection Policy](https://www.roehampton.ac.uk/globalassets/documents/corporate-information/policies/uor-data-protection-policy-v1.1.pdf).

This section only applies where the University is working in partnership with another organisation:

This project is being carried out in partnership with External Organisation and your personal data will be shared with them.

This section only applies if the data is used for automated decision making that has a significant or legal effect on the research participant (see Section 5 of the [Data Protection and Storage Guidance for Researchers](https://www.roehampton.ac.uk/globalassets/documents/corporate-information/policies/data-protection-guidance-for-researchers-v1.1-august-2018.pdf)):

This research project will result in automated decision making involving your personal data which has a significant or legal effect on you. You have a right to object to this automated decision making, and if you would like to do this you should contact <<insert name of contact point>>.