

PS21224 Transforming food production

Annex A - Data Protection

The Contractor will be compliant with the Data Protection Legislation, as defined in the terms and conditions applying to this Invitation to Tender. A guide to The UK General Data Protection Regulation (UK GDPR) published by the Information Commissioner's Office can be found [here](#).

The only processing that the Contractor is authorised to do is listed in Annex 1 to this section by Innovate UK, "the Authority" and may not be determined by the Contractor.

Processing. Personal Data and Data Subjects

(1) The contact details of the Authority's Data Protection Officer are:

UK Research and Innovation Data Protection Manager, Polaris House, North Star Avenue, Swindon, SN2 1FL

Email: Angie.chapman@ukri.org

(2) The contact details of the Contractor's Data Protection Officer are: [To be completed by the Contractor]

(3) The Contractor shall comply with any further written instructions with respect to processing by the Authority.

(4) Any such further instructions shall be incorporated into this Annex 1.

Description	Details
Subject matter of the processing	The processing is needed in order to ensure that the supplier can effectively deliver the contract by accessing names and email contact details for key experts in the field of alternative proteins and Controlled Environment Agriculture to conduct interviews or workshops that help validate desk-research findings and recommendations.
Duration of the processing	1 st December 2021 to 31 st March 2022
Nature and purposes of the processing	Consultation – a contact list will be provided to the supplier in order to contact key stakeholders for the purpose of inviting them to participate in interviews, surveys and workshops. The findings will be collated and a report produced by the supplier.

Type of Personal Data	Name, email address, telephone number.
Categories of Data Subject	Staff of relevant organisations working in the alternative proteins and Controlled Environment Agriculture Research and Development ecosystem (including universities, research institutes, Catapults, SMEs and large companies and Government Departments).
Plan for return and destruction of the data once the processing is complete	Contact details to be destroyed / deleted from all databases and files once interviews have been completed.

Where the Contractor is required to collect any Personal Data on behalf of the Authority, it shall ensure that it provides the data subjects from whom the Personal Data are collected with a privacy notice.