

Annex A - Schedule of Processing, Personal Data and Data Subjects

The Supplier shall only process in accordance with the instructions as advised below and comply with any further written instructions with respect to processing by the Contracting Authority. Any such further written processing instructions required by the Contracting Authority shall be incorporated into this Schedule and shall be a subject of a formal amendment to this Contract.

Description	Details
Subject matter of the processing	The Engineering and Physical Sciences Research Council (EPSRC) wishes to commission a study to gather outcomes, outputs and other intelligence to demonstrate the impact and successes of the research and interventions that EPSRC has funded through the Inclusion Matters (IM) portfolio
Duration of the processing	To follow the contract: expected to start November 2021 - 31 March 2022
Nature and purposes of the processing	<p>EPSRC will provide the Supplier with the contact details of PIs and Project Managers funded through the EPSRC Inclusion Matters (IM) portfolio. The PIs/Project Managers may then suggest other data subjects within their teams for the supplier to also contact.</p> <p>The supplier will engage with the data subjects collecting outcomes, outputs and other intelligence in order to create evidence of how the IM portfolio has helped to accelerate culture.</p> <p>The supplier will turn information received into case studies to be published externally on EPSRCs website and social media, the supplier will be transparent with data subjects concerning the planned publication of personal data.</p> <p>The supplier will also produce an overall report for EPSRC.</p>
Type of Personal Data	<p>Contact details: Name, Email address,</p> <p>Case studies: images/photographs may be processed</p> <p>Special Category Data: it is possible that this may be processed, for example a data subject may refer to their own experiences</p>

	as evidence, however data subjects will not be asked for this information directly.
Categories of Data Subject	Principal investigators, Co-Investigators and Researchers/students funded through the EPSRC Inclusion Matters (IM) portfolio
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	At the end of the contract the supplier will delete all personal data and provide EPSRC with written confirmation of deletion.