

Transparency Notice

In this research study we will use information from you. We will only use information that we need for the research study. Only the researcher people know your name or contact details, and only if they really need it for this study. These people will include Imperial Research Team members and support staff.

The only personal data we intend to collect is that which participants voluntarily provide if they choose to enter the prize draw. While every effort has been made to avoid collecting personal data as part of the research, it is possible that some identifiable information may be inadvertently included in participant responses. If personal data is included in your responses, everyone involved in this study will keep the data collated as part of this study, including your personal data, safe and secure. We will also follow all privacy laws and legislation that are relevant to the specifics of the study. At the end of the study we will save some of the data in case we need to check it for future research.

We will make sure no-one can work out who you are from the reports we write. The following information pack tells you more about this.

How will we use Information about you?

Research Study Title: **What are the knowledge, attitudes and influencing factors regarding Cervical Cancer screening and prevention in Uganda?- A Nationwide Online survey**

Study number; 7705804

Imperial College London is the sponsor for this study and will act as the Data Controller for this study. Being a Data Controller means that we are responsible for looking after your information and using it appropriately plus are responsible for explaining this to you. Imperial College London will keep your personal data for:

- 10 years after the study has finished in relation to data subject consent forms.
- 10 years after the study has completed in relation to primary research data.

The study is expected to finish in August / 2025.

For more information / confirmation regarding the end date please contact the study team, see '**WHERE CAN YOU FIND OUT MORE ABOUT HOW YOUR INFORMATION IS USED**' for contact information.

We will need to use information (this may include personal data and data created as part of the study) from you for this research project.

Information including your name email address and contact number will only be intentionally collected for the anonymise prize draw. This data will not be stored or linked to the study in anyway. People within the College and study team (see section 'Sharing your information with others') will only use information collected as part of the study (not data from the prize draw) to do the research or to check your records (see information to be collected) to make sure that

the research is being done properly and the information held (such as contact details) is accurate

Imperial College London is the sponsor of this research and is responsible for looking after your information. We will keep this information about you safe and secure by:

- Data management plans have been created and reviewed in line with Imperial's Information Governance Policy Framework. This covers the collection, movement, processing and storage of the data.
- Data to be stored in a dedicated secure environment which underpins security measures.
- Data will be collected through a secure online form designed on Qualtrics. The anonymized data will be stored securely using an Imperial College London email account, which is protected by two-factor authentication and accessible only by the researcher.
- Robust pseudonymisation has been implemented to prevent identification
- Access controls have been implemented to ensure only key personnel can access the data.

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study.

LEGAL BASIS

As a university we use personally-identifiable information to conduct research to improve health, care and services. As a publicly-funded organisation, we have to ensure that it is in the public interest when we use personally-identifiable information from people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use your data in the ways needed to conduct and analyse the research study. Our legal basis for using your information under the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, is as follows:

- Imperial College London - "performance of a task carried out in the public interest"; Health and care research should serve the public interest, which means that we have to demonstrate that our research serves the interests of society as a whole. We do this by following the [UK Policy Framework for Health and Social Care Research](#)

Where special category personal information is involved (most commonly health data, biometric data and genetic data, racial and ethnic data etc.), Imperial College London relies on "scientific or historical research purposes or statistical purposes".

INTERNATIONAL TRANSFERS

We may share data about you outside the UK for research related purposes to:

- Where necessary to provide access to a data processor / service provider who will utilise your personal data as instructed by us.
- Where necessary to share with a third party organisation / collaborator (as listed) who are also involved in the study.

- Where data has been collected from outside the UK and requires additional transfer(s) as part of the study activity.

If this happens, we will only share the data that is needed. We will also make sure you can't be identified from the data that is shared where possible. This may not be possible under certain circumstances – for instance, if you have a rare illness, it may still be possible to identify you. If your data is shared outside the UK, it will be with third party service providers who provide technical infrastructure to Imperial College London

We will make sure your data is protected. Anyone who accesses your data outside the UK must do what we tell them so that your data has a similar level of protection as it does under UK law. We will make sure your data is safe outside the UK by doing the following;

- The countries your data will be shared with have an adequacy decision in place. This means that we know their laws offer a similar level of protection to data protection laws in the UK
- We use specific contracts which stipulates that personal data must maintain the same level of protection when outside the UK as it has within the UK. For further details visit the Information Commissioner's Office (ICO) website - www.ico.org.uk
- We do not allow those who access your data outside the UK to use it for anything other than what our written contract with them says
- We need other organisations to have appropriate security measures to protect your data which are consistent with the data security and confidentiality obligations we have. This includes having appropriate measures to protect your data against accidental loss and unauthorised access, use, changes or sharing
- We have procedures in place to deal with any suspected personal data breach. For further details about UK breach reporting rules visit the Information Commissioner's Office (ICO) website - [Personal data breaches: a guide | ICO](http://www.ico.org.uk)

SHARING YOUR INFORMATION WITH OTHERS

We will only share your personal data with certain third parties for the purposes referred to in this participant information sheet and by relying on the legal basis for processing your data as set out above.

- Other Imperial College London employees (including staff involved directly with the research study or as part of certain secondary activities which may include support functions, internal audits, ensuring accuracy of contact details etc.), Imperial College London agents, contractors and service providers (for example, suppliers of printing and mailing services, email communication services or web services, or suppliers who help us carry out any of the activities described above). Our third party service providers are required to enter into data processing agreements with us. We only permit them to process your personal data for specified purposes and in accordance with our policies.

POTENTIAL USE OF STUDY DATA FOR FUTURE RESEARCH

When you agree to take part in a research study, the information collected either as part of the study or in preparation for the study (such as contact details) may, if you consent, be provided to researchers running other research studies at Imperial College London and in other organisations which may be universities or organisations involved in research in this country or abroad. Your information will only be used to conduct research in accordance with legislation including the GDPR and the [UK Policy Framework for Health and Social Care Research](#).

This information will not identify you and will not be combined with other information in a way that could identify you, used against you or used to make decisions about you.

WHAT ARE YOUR CHOICES ABOUT HOW YOUR INFORMATION IS USED?

You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have.

You have the right to ask us to remove, change or delete data we hold about you for the purposes of the study. We might not always be able to do this if it means we cannot use your data to do the research. If so, we will tell you why we cannot do this.

WHERE CAN YOU FIND OUT MORE ABOUT HOW YOUR INFORMATION IS USED

You can find out more about how we use your information:

- By asking one of the research team
- By sending an email to suzankayitesii@gmail.com / suzan.kayitesi23@imperial.ac.uk or jkagaayi@musph.ac.ug
- by ringing us on +256-773-785-333/ +256-312-291-397

COMPLAINT

- If you wish to raise a complaint about how we have handled your personal data, please contact the research team first by sending an email to suzankayitesii@gmail.com / suzan.kayitesi23@imperial.ac.uk or jkagaayi@musph.ac.ug or by ringing us on +256-773-785-333/ +256-312-291-397

Following our response, if you are not satisfied please contact Imperial College London's Data Protection Officer via email at dpo@imperial.ac.uk, via telephone on 020 7594 3502 and/or via post at Imperial College London, Data Protection Officer, Faculty Building Level 4, London SW7 2AZ.

If you remain unsatisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner's Office (ICO)- via www.ico.org.uk. Please note the ICO does recommend that you seek to resolve matters with the data controller (us) first before involving them.