



**THE AGA KHAN UNIVERSITY**  
(International) in the United Kingdom

Institute for the Study of Muslim Civilisations

# AKU-UK PRIVACY POLICY

# 2020

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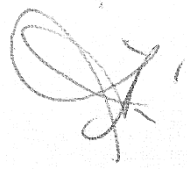



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## Document Approval

Name	Signature	Date
AKU UK Senior Management		July 2020
AKU Global Chief Information Officer (CIO)		July 2020
AKU Global Legal Representative		July 2020
AKU Global Data Protection Officer (DPO)		July 2020

## Version Control

Version	Maintained by	Release date
Version 1.0	Data Protection Team (DPT) as part of Global Data and Analytics Office (GDAO)	July 2020

## Privacy Policy

**By visiting our website, you agree with and are accepting the terms described in this Privacy Policy.**

This Privacy Policy relates to data which is obtained by Aga Khan University (AKU) and for which AKU is the Data Controller and/or Data Processor.

We take your privacy very seriously and are committed to ensuring that it is protected through compliance with this privacy policy. This Privacy Policy sets out how we use and protect any data that you may provide to us. If you provide us with personal data, you can be assured that it will only be used in accordance with this privacy statement.

We will comply with data protection law and principles, which means that your data will be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes and not used in any way that is incompatible with those purposes.
- Accurate and kept up to date, as provided by you.
- Kept only as long as necessary for the purposes it was collected.
- Kept securely.

## Collection of personal data

We collect personal data about you when you:

- have made a complaint or enquiry to us.
- have been a patient with us.
- have done business with us.
- have made a data request to us.
- wish to attend, or have attended, an event.
- subscribe to our e-newsletters.
- have applied for a job or secondment with us
- have worked with us or working with us.
- have made a donation to us.

- are studying or studied or participated in a continuing professional or continuing medical education course at AKU.

On certain occasions, we will ask you to provide us with certain data about yourself, and if you agree to provide it, we will handle it in accordance with the European Union's General Data Protection Regulation (GDPR) 2017/676.

It is our policy to collect only the data necessary to service and respond to your request.

### How will your personal data be secured?

We have put procedures in place to protect against a breach in data security and will notify you and any applicable regulator of any suspected breach, where we are legally necessitated to do so. In addition, we limit access to your personal data to those employees who have a demonstrated business "need-to-know." They will only process your personal data on our instructions, and they will be subject to maintain strict confidentiality.

### Cookies

Additionally, when you use our website, data about how you use our website is automatically collected using "cookies". Cookies are text files placed on your computer to collect standard internet log data and visitor behaviour data. This data is used to track visitors' use of our website and to compile statistical reports on website activity.

Some of the pages on our site also use cookies set by carefully selected third party suppliers. None of our cookies store personal data. In addition to this, if you go on to a web page on our site that contains embedded content, for example a video from YouTube, you may be sent cookies from these websites. We don't control these cookies, so we suggest you check the third-party websites for more data about their cookies and how to manage them.

You can set your browser to not accept cookies and obtain up-to-date data about blocking and deleting cookies via [www.aboutcookies.org](http://www.aboutcookies.org)

### Use of personal data

We will not sell or lease your personal data to third parties unless we have your permission or are necessitated by law to do so.

We would like to send you email marketing communication which may be of interest to you from time to time. If you have consented to marketing, you may opt out later.

You have a right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please click on the unsubscribe link at the bottom of the email or send an email to [unsubscribe.aku@aku.edu](mailto:unsubscribe.aku@aku.edu) with the subject line ***'unsubscribe'***.

### Disclosure of your data

We may disclose your personal data to companies and/or organisations who work with us in providing the website and the associated services (such as analytics providers and website developers) and such companies and/or organisations are subject to a duty of confidentiality.

We may also disclose your personal data to third parties if we are under a duty to disclose or share your personal data in order to comply with legal obligations or to protect the rights, property, or safety of AKU, our users, or others. This includes exchanging data with other companies and organisations for the purposes of fraud protection.

We may disclose your personal data to third parties, including the courts of law and/or regulators or law enforcement agencies in connection with proceedings or investigations anywhere in the world where compelled to do so. Where permitted and to the extent practicable, we will direct such requests to you or notify you before responding unless to do so would prejudice the prevention or detection of a crime (use justification: legal obligation, legal claims, legitimate interests (to cooperate with law enforcement and regulatory authorities)).

### Legal grounds for processing personal data

We rely on one or more of the following processing conditions:

- rely on explicit consent;
- our legitimate interests in the effective delivery of data and services to you;
- to satisfy any legal and regulatory obligations to which we are subject or;
- to perform our contractual obligations to you.

### Access to data

You have the right to request a copy of the data we hold about you. If you would like a copy of some or all your personal data, please email us at [info.aku@aku.edu](mailto:info.aku@aku.edu)

### Retention of personal data

We will retain your personal data on our systems only for as long as we need it, given the purposes for which it was collected, or as necessitated to do so by law. We keep contact data (such as mailing list data) until a user unsubscribes or requests that we delete that data. If you choose to unsubscribe from one or all of our mailing lists, we may keep certain limited data about you so that we may honour your request.

### International Transfers

We may transfer your data outside the European Economic Area (EEA).

Whenever we transfer your personal data out of the EEA, we will endeavour to take reasonable measures to maintain an adequate level of data protection.

### Rights in relation to your data

You may have certain rights under data protection law in relation to the personal data we hold about you. In particular, you may have a right to (subject to the data protection law):

- request a copy of personal data we hold about you;
- ask that we update the personal data we hold about you, or correct such personal data that you think is incorrect or incomplete;

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- ask that we delete the personal data that we hold about you, or restrict the way in which we use such personal data;
- object to our processing of your personal data; and/or
- withdraw your consent to our processing of your personal data (to the extent such processing is based on consent and consent is the only permissible basis for processing).

If you would like to exercise these rights or understand if these rights apply to you, please contact us by sending an email to [info.aku@aku.edu](mailto:info.aku@aku.edu)

### Third Party Website Links

Our website may contain links to other websites provided by third parties not under our controls. When following a link and providing data on that link, please be aware that we are not responsible for the data provided to that third party. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

### Changes to this Policy

We reserve the right to make any changes to our privacy policy. Such changes will be posted on this page and, where appropriate, you will be notified by email. Please visit this page to check our most current privacy policy.

### Contact

If you have any questions about our privacy policy or the data we hold about you, please email us at [info.aku@aku.edu](mailto:info.aku@aku.edu).