

AVA - PRIVACY ANNOUNCEMENT

When you joined the AVA, you gave us information about yourself (your name, your email address, where you work, your qualifications, your PhD supervisor name if you were a student at the time, your research interests, website and information on other professional memberships) which we are duty bound to protect. We may hold this information indefinitely. As a society, we have always had a strict policy not to share this information.

You may have also consented to joining the AVA mailing list when you joined. This is an open mailing list hosted by Jisc (<https://www.jiscmail.ac.uk/cgi-bin/webadmin?AO=AVA>). Posting to the list is open to all the members and the AVA officers will also send in information to the membership about AVA activities to this list. If you wish to do so, you can easily unsubscribe from the list by visiting its Jisc site, with the link provided above.

In addition to your personal details, we store information about when you joined or rejoined, and when you were previously a member. These data are currently stored in a dropbox folder in a password-protected Excel database, maintained by the treasurer and not shared with anybody external as outlined above. The only people with access to the data are AVA Secretary, Treasurer, Vice-Chair (also acting as our data control officer) and Secretarial Assistant.

Since we operate a lifetime membership, the details you provided upon joining may lapse – this is particularly the case for members with academic backgrounds, who may move between Universities or research institutes. The way in which we become aware of this is through the notification we receive when mailing list communications bounce from terminated email accounts.

To ensure maintenance of correct member details, once a year the Secretariat will send a communication allowing any members who have changed their details to update them on our database. If you have changed your details since joining, you can update them here: https://docs.google.com/forms/d/e/1FAIpQLScWLRYPStU9ryMN0zIumD5b1UaUkPOBM-eTpYRNhqmU57upw/viewform?usp=sf_link Any data apart from your full name, position, affiliation and emails is optional - it simply allows us to gain a better understanding of our members' professional profiles, which is useful when reviewing our activities and levels of engagement with the membership.

We would like to encourage early career members to switch to a non-departmental email address which will not lapse with end of employment at an institution if they want to make sure that they keep receiving AVA mailing list communications, which as stated above represent the only direct way in which we communicate with the membership.

Finally, if any member would like to terminate their membership, please notify the Secretariat of this and we will delete all your personal data from our membership records.