

## Privacy notice

### **Who are we?**

We are the organisational team of the London Microbiome Meeting (LMM), in conjunction with the Department of Twin Research & genetic epidemiology, part of King's College London. If you need to contact us about this privacy notice, please write to [info@londonmicrobiome.org](mailto:info@londonmicrobiome.org)

### **Why do we process your personal information?**

We process your personal information (your name and your email address) in order to inform you about upcoming LMM events and for no other reason.

### **What is our 'legal basis for processing'?**

Data protection legislation allows us to use your personal information in this way because you have actively given us your permission (or 'consent').

You may withdraw your consent at any time by using the unsubscribe function available here: <https://mailman.kcl.ac.uk/mailman/listinfo/london-microbiome#Subscribers>

### **Do you have to provide your personal information and what are the consequences of not doing so?**

If you wish to be contacted by us, we will need the personal information requested (your name and your email address). If we do not have this information, we are unable to keep you informed about future LMM events.

### **How long do we keep your information for?**

We will keep your information only until the meetings continue to be held or until you unsubscribe from the list.

### **Do we share your information with other organisations?**

We will not share your information with any external organisations. On rare occasions, we may be required to share personal information by law (e.g for law enforcement purposes).

### **What are your rights and who can you contact if you have a concern?**

To find out more about how the university deals with your personal information, including your rights and who to contact if you have a concern, please see the university's core privacy notice at <https://www.kcl.ac.uk/terms/privacy.aspx>