

Where were you in 1992?

Data Collection Policy

As part of the project *Where Were You in 1992?* it may be necessary to collect personal data.

This document outlines how this data will be collected, stored and handled.

General Guidelines

The personal data collected as part of this project is done so on the basis that at any time participants can withdraw their consent to have any such data held as part of the archival deposit for *Where Were You in 1992?* at the MayDay Rooms.

Collection

Data will be collected through online forms via the website 1992.maydayrooms.org, hard copy forms collected as part of *Where Were You in 1992?* events, through recorded interviews carried out by *Where Were You in 1992?* or through donations by participants.

Each of these collection types may be done so anonymously, or with a request to the organisers to anonymise information deposited.

Storage & Handling

Physical data (e.g. recordings, paper forms) are held as part of the *Where Were You in 1992?* archive, which is deposited at the MayDay Rooms. This information is held in a secure area, which requires authorization to gain access.

Only materials which are anonymised or have the agreement of the participant will be made available as part of public *Where Were You in 1992?* archive.

Electronic data is held online behind firewalled password protected servers or on a secure password protected drive.

Online materials are anonymised where a request for anonymity has been made or no personal information has been supplied.

Participants have the right to withdraw their consent for their material or personal information to be held at any time. Participants are also able to request access to their data through contacting *Where Were You in 1992?* or the MayDay Rooms.