



Our Data Policy

By completing the INTEROPen [joining form](#) becoming a member of INTEROPen you are granting permission for INTEROPen, and individuals acting on behalf of INTEROPen*, to hold and use the personal information you provide (referred to in the General Data Protection Regulation (GDPR) as personal data) in order to:

- send you email communications in accordance with your communication preferences, as specified in our [Preferences Form](#). You can update your preferences at any time.
- add you to the INTEROPen communication space on Ryver, which is administered by INTEROPen Board members and staff seconded to INTEROPen by NHS Digital and NHS England specifically for this purpose.
- contact you via Twitter, email or on Ryver on matters relating to INTEROPen activities, projects and events.
- list your organisation name and names of INTEROPen members representing your organisation on the INTEROPen website, in INTEROPen communications and/or on communication platforms used by the community where relevant and/or necessary. When mentioning your name or organisation, we will not disclose your contact information (other than your Ryver or Twitter handle, if known by us) although you may choose to provide your contact details on platforms used by the community in a way which will be visible to other community members e.g. on your Ryver or Twitter profile.
- produce aggregate data profiles of its members or member habits in a way which does NOT identify individuals or individual organisations (e.g. we may produce statistics to show the ratio of male:female members, show the different types of organisations that make up our membership).

INTEROPen stores your data on a secure G-Drive database system which can only be accessed by INTEROPen and individuals acting on behalf of INTEROPen** who are directly responsible for using your data for the purposes described above.

If you wish to opt out of electronic communications, such as newsletters, you can unsubscribe at any time by clicking on the link in our emails, by [updating your preferences](#) or by contacting admin@interopen.org with your request.

The personal information INTEROPen collects and stores is used to support membership functions, and includes your name, email and RYVER handle. This is in accordance to our openness and transparency policy, outlined in the INTEROPen [Terms and Conditions](#) of membership.

INTEROPen will NOT use your data to:

- inform marketing or advertising other than to promote activities and events organised by INTEROPen, involving INTEROPen or deemed relevant and of significant interest to members of the INTEROPen community as a whole
- produce data profiles of INTEROPen members or member habits in a way which could identify individuals or individual organisations, except where explicit consent has been provided, separate to this agreement

Third Party Service Providers used by INTEROPen

To support the running of the INTEROPen network, to help us communicate with our members and provide ways on which INTEROPen members can communicate, collaborate, as well as access and share files with one-another and with the network as a whole, INTEROPen uses the following Third Party Service Providers in the ways outlined below. These companies hold your personal information.

By joining INTEROPen and, thereby ‘opting-in’ to our use of your data in the ways described herein, you are confirming that you have read and agree to accept the individual Terms of Services and Privacy Policies in relation to the use and storage and potential sharing of your data, and are explicitly consenting to such use by each of the following Third Party Service Providers:

Third Party System or Service	Purpose / Use by INTEROPen	Data	Privacy Policy / GDPR Compliance
Eventbrite	Ticketing and emailing	Contact data, purchase data	Eventbrite Privacy Policy - compliant with the EU-U.S. Privacy Shield Framework
MailChimp	Communications, CRM, Email delivery service	Contact data	MailChimp Privacy Policy and Terms of Use - updated 23 May 2018. See also EU-U.S. Privacy Shield Framework - see more details here .

Google, Inc.	Emails and virtual workplace; principal data repository	Contact data	Google Cloud and GDPR - compliant with the EU-U.S. Privacy Shield Framework . See also G Suite Data Processing Amendment
Ryver***	Communication and collaboration platform	Contact data	Ryver Privacy Policy - compliant with the U.S. - EU Safe Harbor Framework . See also Ryver & GDPR

We will not share your data with any Third Party organisations or use your data for purposes other than those stated above or with your explicit prior consent.

Be Aware

As part of INTEROPen’s activities, members have signed up to a policy of openness and transparency with respect to discussions around interoperability, agreeing to put commercial interests aside. Your opinions, documents and comments that are linked to your identity may be visible to all other members and accessible on the public internet. Your personal information is stored by the third party software organisations listed above according to their privacy policies.

As INTEROPen is not, and has never been, a community for discussions about personal sensitive information, we do not take any responsibility for such information on the tools as part of our interoperability work. Please take care in deciding the level of personal information you share, for example, on the Ryver App platform.

Data Retention

The information you share on the INTEROPen collaboration space on the Ryver App (interopen.ryver.com), will remain in place unless you choose to delete it, and in accordance with the Ryver App [data retention policy](#).

INTEROPen administrators can be contacted at admin@interopen.org to amend and remove your personal information on google documents, but retain the right to refuse alteration for audit purposes. We do not collect, share or sell your personal information in any way other than for the purposes and with the bodies detailed herein.

Membership

Our membership information is made available [online](#). Please contact us at admin@interopen.com or through Ryver (@helen_young) to request amendments. This membership information is updated at regular intervals.

* As INTEROPen uses Twitter and the Ryver App as its dedicated communication platform and collaboration space, we aim to keep email communications to a minimum and only cascade news and updates which are deemed suitably relevant and of potential great interest to members of the community. INTEROPen communications typically consist of:

- The INTEROPen newsletter
- Email correspondence pertinent to the INTEROPen community e.g. news of relevant upcoming events and activities
- Newsflash emails conveying urgent or important announcements
- Relevant survey requests
- Relevant news releases from organisations represented on the INTEROPen Board and, on occasion, community members and/or their organisations

** Individuals employed by NHS Digital and NHS England help with the processing of INTEROPen membership requests and the maintenance of our membership lists, as well as in a capacity which supports the delivery of communications to INTEROPen members. To request more details of who has access to your information on behalf of INTEROPen, please contact admin@interopen.org

***INTEROPen does not accept responsibility for any additional, personal information, including your email address and telephone number, that you choose to share on the INTEROPen community space on the Ryver App. Details which you choose to share on Ryver are subject to the [Ryver Privacy Policy](#) and the [Ryver Terms of Service](#) and can be edited or deleted at any time either within the app or by contacting admin@interopen.org