

## Privacy Notice

### Data Controller

The data controller is the Marshall Aid Commemoration Commission (MACC), represented by its appointed administrator, the British Council, 1 Redman Place, London, E20 1JQ. The Data Protection Officer is the Data Protection Officer of the FCDO.

### Purpose of Processing

Your information, which is provided by applicants who are applying for the Marshall Scholarship, for the purpose of requesting a letter of recommendation will be used in the following ways:

- To give you access to the Marshall Online Application run by Embark
- To provide your details to the Marshall University Representative at your University
- To contact you with information about the Marshall Online Application
- To request a hard copy of your letter should the applicant be successful in winning a Marshall Scholarship.
- To request letters of recommendation for Marshall Scholar applications to British Universities

If you are not willing to provide all the information requested, please notify the Marshall Applicant so they can delete your information and request a different letter.

### Legal Basis for Processing

The legal basis for processing your data is the public interest.

### Data Recipients

Your data may be shared with Embark (the online application provider); the endorsing university of the applicant in the US, the British Embassy and Consulates in the United States of America, the Marshall Regional Selection Committees; the Secretariat of the Marshall Aid Commemoration Commission (The British Council ) and British Universities.

### Data Transfers

Your data will be processed by the MACC, the British Council and other third parties. Your data will be protected in accordance with the General Data Protection Regulation 2016/679 of the European Union.

### Retention

Your data will be retained for:

- One year for unsuccessful applicants
- For successful applicants your data will be transferred to the British Council for the purposes of administering your award and then be held for the MACC indefinitely.

### Your Rights

You have the following rights:

- To be informed, which is the purpose of this Privacy Notice
- To obtain a copy of your personal data held for the Marshall Scholarships. There is no fee for this unless you make repeated requests for the same data. We will provide your data as soon as possible – at most within one month.
- To have your personal data rectified if it is inaccurate or incomplete - at most within one month.
- To have processing of your data restricted or stopped if you contest its accuracy, object to its processing. In such cases processing will be restricted until the matter is resolved. We will inform you of that resolution.
- To object if you consider you have grounds relating to your particular circumstances. This must be “explicitly brought to the attention of the data subject and shall be presented clearly and separately from any other information”.
- To complain about the way we have processed your personal data, you can contact the Information Commissioner’s Office, the statutory body which oversees data protection law – [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns) to, email [casework@ico.org.uk](mailto:casework@ico.org.uk)