**Suggested privacy statement for PPIE data collection forms for new PPI members**

The *(insert name of research area/PPI group here )* has been formed to give members of the public and researchers the opportunity to work together on developing research that is relevant, appropriate and needed.

 We invite you to answer some questions about yourself.    Each question has been carefully selected to ensure we are being inclusive in our public involvement work, to ensure we involve a wide range of people with different life experiences in our research, and also to ensure we are engaging with relevant members of the public who are at risk of being affected by the conditions and diseases that we are researching.

**GDPR Privacy Statement**

Only a few authorised staff members will have direct access to your personal data and only when necessary (for example to process payments, undertake audit work or deal with communications). We respect your trust and protect your privacy and therefore will never sell or share this data with any third parties outside of ***(insert name of relevant organisation/s),*** unless you give us permission to do this. By filling out this form you are giving permission for us to store and process your data for up to 5 years. Your data can be updated or removed upon request by contacting ***(insert relevant email address here)***.

Any personal data you provide will be used to create and update a record of your contact details. We will also record your involvement in specific research projects / events.

We may sometimes report anonymised and aggregated data internally or externally. For example, if a research funder asks us to report on how many women and men are in our groups, or how many people identify as a particular ethnicity.   You will not be able to be identified within the summary.

The personal information provided will be processed safely and securely by (***insert relevant organisation/s)*** for the purposes of creating and updating your membership details and providing you with information on the various projects we are asked to be involved in.  Please see (***Insert relevant organisation/s privacy policy links for e.g.)*** for further details about how the ***(Trust/University)*** will process your personal information.

By ticking the box below, you are agreeing to the processing of your personal information as outlined in the privacy statement above.