

Romance, Revolution & Reform (RRR) Journal - Privacy Notice and Consent Form in compliance with the General Data Protection Regulation (GDPR) and the UK Data Protection Act 2018

The General Data Protection Regulation (GDPR), and the UK Data Protection Act (DPA) 2018, came into force on 25 May 2018. To comply with the GDPR and the DPA 2018, this form provides you with information about how the Journal 'Romance, Revolution and Reform' (RRR) handles your personal data, and asks every person who publishes in the journal, works on its editorial board, or joins its mailing list, to consent to their personal data being processed by the journal (including storage of their personal data on the journal's database) under the following terms.

Full Name (**insert in Block Capitals**): _____

1. I hereby give my consent for my personal data to be processed (including stored and maintained on RRR journal's database) in accordance with the GDPR and DPA 2018.
2. I agree that my personal data will be used to enable the members of the editorial board to email me about updates to the journal and the publication of new issues. If I no longer wish to receive email updates from the editors of the Journal, I can unsubscribe at any time by emailing rrr@soton.ac.uk
3. If I submit an article to RRR or serve on the Journal's editorial board, I accept that I will also be contacted by email regarding the editing of my article, or about matters relating to the management of the journal only.

4. I recognise that the only situations in which RRR will share any of my personal details (as limited to those categories of personal information described in paragraph 7 below, unless volunteered directly by the individual to RRR) will be if I choose to publish in RRR, or if I consent to sharing personal details when raising a complaint about RRR with the editorial board. I recognise that RRR will never pass on my details to a third party without my explicit prior consent.
5. RRR's Editor-in-Chief, whose position is reviewed annually, acts as the journal's Data Controller. The Editor-in-Chief is responsible for all data collected and controlled by the journal. Any issues you wish to raise in connection with your data being processed by RRR should in the first instance be communicated to the Data Controller who can be contacted by email at: rrr@soton.ac.uk.
6. Unless I request otherwise, all personal data collected about me that I provide directly to RRR, will be retained for 10 years, at the end of which the Editor-in-Chief will contact me to determine whether I consent to the data being held for a further 10 years, or wish for it to be deleted. A copy of such data will be made available upon request by emailing: rrr@soton.ac.uk.
7. The information that RRR requests from me will be limited to my full name, my current email address for contact purposes, and the research institution that I am attached to, except when I seek to publish an article in RRR, when I will also be asked to provide a postal address. RRR will also hold, and publish alongside



Romance, Revolution & Reform

my article, a biography which I have written about myself and emailed to rrr@soton.ac.uk.

8. I understand that RRR will not publish an article that I submit if I am unwilling to allow the publication of my name as the author of my article.
9. I understand that RRR's database, containing the personal details outlined above, will only ever be stored securely in compliance with GDPR and DPA requirements to adequately protect personal data.
10. I have the legal right to complain to the Information Commissioner about how RRR controls or handles my personal data. The Information Commission can be contacted on <https://ico.org.uk/concerns/>.

Signed: _____

Date: _____