



UK NEQAS Reproductive Science
Department of Reproductive Medicine
Saint Mary's Hospital
Oxford Road
Manchester
M13 9WL
United Kingdom
Email: repscience@ukneqas.org.uk
Phone: +44 (0)161 276 6437

Privacy Policy

Updated: 26 June 2025

1. Introduction

This Privacy Policy outlines how UK NEQAS Reproductive Science ("UK NEQAS RS") collects, uses, and protects any personal data that you provide. We are committed to ensuring that your privacy is protected in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Data Controller

UK NEQAS RS is the Data Controller for all personal data collected via our website, email, telephone, or other means unless otherwise explicitly stated.

You may contact us at:

Email: repscience@ukneqas.org.uk

Address: UK NEQAS Reproductive Science, Department of Reproductive Medicine, Saint Mary's Hospital, Oxford Road, Manchester M13 9WL, United Kingdom

Phone: +44 (0)161 276 6437

3. What We Collect

We may collect the following personal data:

- Full name and job title
- Contact information (e.g., address, phone number, email)
- Organisation and professional role
- Data related to participation in EQA programmes (e.g., specimen preferences, results, reports)
- Any other information voluntarily provided to us in communication or programme participation

If you provide personal data on behalf of someone else, you must ensure that you have obtained their consent before submission.

4. How We Use Your Data

We use your information to:

- Register you or your organisation as a participant in our EQA programmes
- Manage and administer your participation, including shipping of specimens and receipt of results
- Contact you with reports, updates, service notifications or account-related queries
- Respond to enquiries, feedback or complaints



- Provide quotations and manage billing/accounting
- Maintain accurate records for audit, accreditation and compliance purposes

5. Legal Basis for Processing

We process your data under the following lawful bases:

- Contractual necessity – to fulfil our agreement to provide EQA services
- Legal obligation – for compliance with applicable laws and regulations
- Legitimate interests – to improve our services and ensure quality standards
- Consent – where applicable, particularly for marketing communications

6. Data Security

We take data security seriously. Appropriate technical and organisational measures are in place to prevent unauthorised access, loss, misuse or disclosure of your information.

7. Your Rights

Under data protection laws, you have rights in relation to your personal data:

- To be informed
- To access your data
- To rectify inaccurate data
- To erase your data (“right to be forgotten”)
- To restrict or object to processing
- To data portability
- To withdraw consent (where processing is based on consent)
- To not be subject to automated decision-making or profiling

To exercise your rights, please contact repscience@ukneqas.org.uk.

8. Retention of Data

We retain your personal data only as long as necessary to fulfil the purposes for which it was collected, including compliance with legal, regulatory, and accreditation requirements.

9. Sharing of Data

We do not share your personal data with third parties unless:

- It is necessary for service provision (e.g., courier services for specimen delivery)
- Required by law or regulatory authority
- You have given explicit consent

10. External Links

Our website may contain links to other websites. We are not responsible for the privacy practices of these third-party sites. You should review their privacy policies separately.

11. Changes to This Policy

This policy is subject to periodic review and may be updated to reflect changes in law or our operational practices. We encourage you to check our website regularly for the latest version.