

myfood24 privacy notice

1. Purpose of this notice

This notice tells you how your personal information will be collected and processed when you access this website.

2. General

Thank you for agreeing to take part in this research study. This website runs the myfood24 tool used by researchers in order to collect dietary information from you. How the researcher uses this information will have been detailed in a Participant Information Sheet provided to you by the researcher. The researcher will also have received approval for their study from the relevant ethics committee of their respective institution.

This website is administered by the University of Leeds on behalf of the research community involved in the study and runs on servers located in Amsterdam and operated by DigitalOcean of New York. For information on what DigitalOcean records as a result of you using this website please refer to their legal information at <https://www.digitalocean.com/legal/terms/>. The University of Leeds' Data Protection Code of Practice can be found at http://www.leeds.ac.uk/secretariat/data_protection_code_of_practice.html

3. Automated collection of personal information

As with most other web servers, when you access these web pages certain information you provide will automatically be recorded by the University. This will include your IP address, browser type, and information relating to the page you last visited. This information is processed to estimate how much usage of the server is made by different categories of users and in the event of a breach of security may be used to aid detection. In anonymised form this information may also be used to help us tailor and improve the myfood24 system.

4. Personal information which you provide to us

In order to have received a myfood24 invitation email and gained access to this website you will have provided the researcher with your name and email address and consented to us holding your personal information. All further information is optional although your use of the website and participation in the study may be limited should you be unwilling to submit any further information.

If you received an invitation but you had not consented to this please use the contact information at the end of this privacy notice.

We may use your personal information to contact you regarding changes to this website while you are a participant in the study.

Where you supply comments/feedback from within myfood24 these will be anonymised and may be used by administrators to help to improve the myfood24 system.

5. Third-party access

Your personal information that you have provided will not be sent to other third-parties unless you are first notified and give your further consent.

6. Cookies

Cookies are small text files that are placed on your device by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site.

Our website myfood24.org uses first party cookies which are set by our web server as opposed to a different web server. They are categorised as strictly necessary, which are essential to the operation of the website, and performance cookies which collect anonymous information about the usage of our website. By using our website you agree that we can place these types of cookies on your device.

We do not use cookies to collect personal information about you. Should you wish to restrict or block cookies which are set by our website you can do this through your browser settings. The 'help' function within your browser or the manual that comes with your device should tell you how. You may also wish to visit www.aboutcookies.org which contains comprehensive information on how you can do this on a wide variety of browsers. Please be aware that restricting cookies may impact on the functionality of our website.

The table below explains the cookies we use and why:

Cookie	Name	Purpose	Further information
PHP session	PHPSESSID	This cookie stores a unique ID assigned by the web server. It is used to enable some site functionality to work properly.	PHP information

6. Opting out

If you no longer wish to participate in the study you may opt out by choosing the relevant option in this website. You may opt out but allow your personal information provided to date to remain in the system and still be used in the study or you may opt out and request that all of your personal information is deleted from this website. Opting out will mean you will not receive any further contact from myfood24.

7. Changes to this notice

This notice and therefore the ways in which your personal information may be processed can be changed from time to time. Any changes will only be notified via this web page.

8. Further information and Contact

If you have any queries relating to this privacy notice or the way your personal information is being processed through this website then please contact the researcher who originally granted you access to this website, or if you are unable to contact them please email

myfood24@leeds.ac.uk. If you are dissatisfied with their response please contact the University Webmaster, webmaster@leeds.ac.uk.