



BAMB NEWSLETTER TERMS OF REFERENCE AND PROCEDURES FOR THE PROTECTION OF PERSONAL DATA

Introduction

The purpose of the Buildings As Material Banks project is to make a systemic change: To reduce waste and the use of virgin materials in the building industry and, in the long term, make the building industry circular. The EU funded BAMB project brings 16 parties throughout Europe together for one mission - enabling a systemic shift in the building sector by creating circular solutions.

Today, building materials end up as waste when no longer needed. To avoid destroying ecosystems, increasing environmental costs and creating risks of resource scarcity, the building industry needs to move towards a circular economy - and BAMB will provide the tools.

Usually, worthless materials become waste, while valuable materials are reused. BAMB is creating ways to increase the values of building materials. Dynamically and flexibly designed buildings can be incorporated into a circular economy - where materials in buildings sustain their value. Instead of being to-be waste, buildings function as banks of valuable materials - slowing down the usage of resources to a rate that meets the capacity of the planet.

Newsletter Purpose

Through the BAMB's newsletter, the BAMB Consortium aims to disseminate to the Newsletter Subscribers:

- Information on the project and its progress
- Information on past and upcoming BAMB activities
- Enhance awareness and visibility of the matters connected to the EU's Action Plan on the Circular Economy related to the built environment

The communication objectives for the BAMB newsletter are to:

- Raise general awareness of project activities
- Develop a desire amongst the Newsletter Subscribers to take up project findings and tools developed and increase the impact of the project
- Disseminate and promote the General Members of the Stakeholder Network and BAMB's Special Interest Groups
- Promote and diffuse the deliverables developed by the project
- Send invitations to BAMB's upcoming events



Who can become a member?

Participation as a BAMB Newsletter Subscriber is open to all interested individuals. Newsletter subscription are done directly via the BAMB website (www.bamb2020.eu).

Procedures for the protection of personal data

The BAMB Consortium takes its responsibility to protect all collected personal data seriously. The Consortium has therefore developed a procedure to address ethics and security issues regarding the protection of personal data of BAMB Newsletter Subscribers that has been collected through the registration process.

An open-call for registration has been published on the BAMB website, where all interested individuals are requested to directly register online for the Newsletter (<http://www.bamb2020.eu/newsletter>). All individuals that register via the website are added to the master list of BAMB Newsletter Members.

The online registration form collects the following general personal data:

- Name
- Email
- Phone Number

It should be noted that in addition to registration via the website being completely voluntary, participants are not obligated to share phone numbers. This item may be left blank should they not consent to share this information with the BAMB Consortium upon registration.

All of the above information is encoded in the master list of BAMB Newsletter Members as mentioned above. Emails from the master list are then added to a dedicated mailing list in MailChimp. University of Minho, as responsible for the Newsletter, manages the master list and the updating of the Newsletter Subscribers mailing lists via MailChimp. The Newsletter Subscribers MailChimp account is held by University of Minho.

The list of Newsletter Subscribers is made available to all BAMB Consortium partners via the regularly updated MailChimp mailing lists. All members' contact information is to remain confidential and only accessible to members of the BAMB Consortium. No other sharing of personal information is made.

Participants may exercise their rights related to their personal data (access, rectification, erasure) by contacting BAMB at bamb2020@civil.uminho.pt



Elimination of the storage of personal data after the course of the project

Personal data of the BAMB Newsletter members is to be saved under a suitable format not exceeding the duration necessary for the purpose for which it was collected. All personal data saved as part of the master list of the Newsletter Subscribers and the MailChimp mailing list, are to be erased no later than 1 year from the end of the project, unless the participants should give their consent for the continued storage of this information.