

## REGISTRATION FORM – ARC NW COAST PUBLIC ADVISERS

### WELCOME

Thank you for registering as an ARC NWC Public Adviser. We have a central team in place to support our Public Advisers including training and development opportunities. Whilst you're involved in your main ARC NWC work, you will also be invited to the regular Public Adviser Forums.

### PERSONAL INFORMATION

|                  |                   |                |
|------------------|-------------------|----------------|
| <b>Title</b>     | <b>First Name</b> | <b>Surname</b> |
| Address          |                   |                |
| Postcode         |                   |                |
| Telephone number |                   |                |
| Mobile number    |                   |                |
| Email Address    |                   |                |
| Date of Birth    |                   |                |

Do you have any special information requirements when we communicate/ work with you? (eg Other languages, disability, Braille, hearing loop etc)

|                           |  |                                      |  |
|---------------------------|--|--------------------------------------|--|
| Name of emergency contact |  | Contact details of emergency contact |  |
|---------------------------|--|--------------------------------------|--|

Please indicate your preferred method of communication (eg email, post, telephone)

### INFORMATION ABOUT ARC NWC

How did you find out about ARC NWC?

|   |        |
|---|--------|
| Would you like to be kept up to date with information about the ARC NW and other opportunities by receiving the newsletter and emails? (You can opt out of this at any time). | Yes/No |
|---|--------|

### THIS SECTION TO BE COMPLETED BY ARC NWC ADMIN

Which part of ARC NWC is the public adviser currently involved with? Please state project and theme

**Role** (attach role description if available):  
**Name of opportunity/project:**  
**End date** (if applicable):  
**Induction carried out?**  
**Contact details of the ARC NWC staff engager:**

Signature:

Print Name:

Date:

Please return the completed form to Ruth Ball, 2<sup>nd</sup> Floor, Block B, Waterhouse Building, 1-5 Brownlow Street, Liverpool, L69 3GL. Email: [arcnwc@liverpool.ac.uk](mailto:arcnwc@liverpool.ac.uk)

By registering at the University of Liverpool as an ARC NWC Public Adviser, you understand that the University is collecting, storing, using and disclosing data about you for any purposes connected with your role as an ARC NWC Public Adviser. The ARC NWC administration requirements are shared between three Universities (Lancaster University, University of Central Lancashire and University of Liverpool). We may need to share your details with relevant ARC NWC colleagues at these universities solely for the purposes of ARC NWC related work or operations. When any requests are made such that we have to process data about you, from any of these named organisations, management of your data will be in accordance with data protection legislation and compliant with any data security requirements of the contractual arrangements between the partners.

The General Data Protection Regulation establishes a framework within which information about individuals can be legally collected, stored, used and disclosed

Further details in ARC NWC's Privacy Policy <https://arc-nwc.nihr.ac.uk/privacy-policy/>

Any queries regarding your data management please email [arcnwc@liverpool.ac.uk](mailto:arcnwc@liverpool.ac.uk)