**PARTICIPANT INFORMATION SHEET - Hidden narratives of drugs and migration in West Africa**

The Universities of Bristol and Ottawa and the French Institute of Research on Africa would like to invite you to take part in our research project*.* Before agreeing to take part, please read this information sheet carefully and let us know if anything is unclear or you would like further information.

**Who is undertaking the study?**

The principal investigator of the study is Dr Gernot Klantschnig (University of Bristol). Co-investigators of the study are Dr Elodie Apard (French Institute of Research on Africa, Ibadan) and Dr Philippe Frowd (University of Ottawa). The main researcher of the project is Dr Ini Dele-Adedeji (University of Bristol).

**Who is funding the research?**

The project is funded by the UK Research Councils and it is an independent academic research project.

**What is the purpose of the study?**

Our project (‘Hidden narratives of transnational organised crime in West Africa’) aims to gain a better understanding of so-called transnational organised crime in two West African countries. It looks specifically at the trade and control of substances, such as tramadol, and the movement of people across the region. Our emphasis is on narratives, that is the ways people talk about these trades in drugs and the movement in people. The project focuses on the major hubs of Lagos, Nigeria & Agadez, Niger.

**Why have I been invited to take part?**

You have been invited to take part because of your knowledge and expertise about the trade and control of these substances and migration.

**Do I have to take part?**

No, participation is optional. If you do decide to take part, you will be given a copy of this information sheet for your records and will be asked to complete a participation consent form. If you change your mind at any point during the study prior to publication of the project’s research outputs, you will be able to withdraw your participation without having to provide a reason. You can contact the researcher conducting this interview or the principal investigator.

**Is the research confidential?** The research is confidential and interviewees will not be identified.

**What does taking part involve?**

The interview will be conducted following common academic conventions. It will be an audio-recorded conversation about the topic of the research and take about 30-45 minutes. You will be asked questions about (1) how the drug trade (esp tramadol) and migration works in Nigeria and Niger, (2) how the trade and migration are perceived and what problems they pose, and about (3) policy responses and effects.

**What are the benefits and risks of participating?**

There are no financial benefits to taking part. Your participation will benefit the advancement of scientific knowledge and it is hoped to lead to positive change in the fields of policy and society. Some risks of participation, such as breaches of confidentiality do exist in rare cases (for instance if the interview would indicate that someone is in immediate danger). These risks are being minimised by following the strictest ethical and risk averse research procedures prescribed by our Universities.

**How do I find out more information?**

You can visit the funder’s project site on https://www.paccsresearch.org.uk/hidden-narratives-of-transnational-organised-crime-in-west-africa/ or contact the research team at [ini.dele-adedeji@bristol.ac.uk](mailto:ini.dele-adedeji@bristol.ac.uk) or [gernot.klantschnig@bristol.ac.uk](mailto:gernot.klantschnig@bristol.ac.uk).

**PRIVACY NOTICE - Hidden narratives of drugs and migration in West Africa**

This privacy notice is for individuals participating in the Hidden narratives of TNOC in West Africa research project. It sets out the ways in which the University of Bristol gathers, uses, stores and shares your data. It also sets out how long we keep your data and what rights you have in relation to your data under the General Data Protection Regulation (GDPR).

For the purposes of this privacy notice, University of Bristol is the Data Controller as defined in the General Data Protection Regulation. We are registered with the Information Commissioner’s Office and our entry can be found here.

Where do we get our data from and what data do we have?

Data about you is gathered from you through the interview process and includes your response to interview questions.

**On what legal basis will you process my data?**

Under the EU’s General Data Protection Regulation (GDPR), the University has to identify a legal basis for processing personal data and, where appropriate, an additional condition for processing special category data.

In line with our charter which states that we advance learning and knowledge by teaching and research, the University processes personal data for research purposes under Article 6 (1) (e) of the GDPR:

*Processing is necessary for the performance of a task carried out in the public interest*

Special category data is processed under Article 9 (2) (j):

*Processing is necessary for archiving purposes in the public interest, or scientific and historical research purposes or statistical purposes*

Research will only be undertaken where ethical approval has been obtained, where there is a clear public interest and where appropriate safeguards have been put in place to protect data. . (Please see section on data security below.)

In line with ethical expectations and in order to comply with common law duty of confidentiality, we will seek your consent to participate where appropriate. This consent will not, however, be our legal basis for processing your data under the GDPR.

**How will you use my data?**

Data will be processed for the purposes outlined in this notice and the participant information sheet.

**Will you share my data with 3rd parties?**

No. Data will be accessible to the project team only. Anonymised data may be reused by the research team or other third parties for secondary research purposes.

**How will you keep my data secure?**

The University has put in place appropriate technical and organisational measures to protect your personal data and/or special category data. For the purposes of this project we will keep personal data to a minimum and will keep data that could identify participants separately from interview recordings and transcripts.

Information will be treated confidentiality and shared on a need-to-know basis only. The University is committed to the principle of data protection by design and default and will collect the minimum amount of data necessary for the project. In addition, we will anonymise or pseudonymise data wherever possible.

**Will you transfer my data internationally?**

Yes, as this is an international research project involving researchers from the UK, Canada and France. The University’s cloud storage solution is provided by Microsoft which means that data can be located at any of Microsoft’s globally spread data centres. The University has data protection compliant arrangements in place with this provider.

**How long will you keep my data?**

Data will be retained in line with legal requirements or where there is a business need. Retention timeframes will be determined in line with the University’s Records Retention Schedule. Original recordings will be deleted following publication of results and anonymization.

**What rights do I have in relation to my data?**

Under the GDPR, you have a general right of access to your data, a right to rectification, erasure, restriction, objection or portability. You also have a right to withdrawal. Please note, not all rights apply where data is processed purely for research purposes. For further information see, https://www.bristol.ac.uk/secretary/data-protection/gdpr/rights-of-data-subjects/.

**Questions or concerns**

If you have any questions about this participant information sheet or concerns about how your data is being processed, please contact the Principal Investigator at gernot.klantschnig@bristol.ac.uk in the first instance. If you are still dissatisfied, please contact the University’s Acting Data Protection Officer at data-protection@bristol.ac.uk.

**Right to complain**

If you are unhappy with the way in which the University has handled your personal data, you have a right to complain to the Information Commissioner’s Office. For information on reporting a concern to the Information Commissioner’s Office, see [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns).