

PRIVACY NOTICE

INFORMATION ON THE PROCESSING OF PERSONAL DATA IN THE RESEARCH PROJECT “*KNOWLEDGE CREATION ON NETWORK EXPERIENCES: A CASE STUDY THROUGH A LESSONS LEARNED PROCESS*” (IN CONNECTION TO THE WORK OF GINTL).

EU General Data Protection Regulation | Art. 12–14 | Date: 13.2.2024

1. CONTROLLERS FOR THE PROCESSING OF PERSONAL DATA

Helsingin yliopisto
PO Box 4
FI-00014 University of Helsinki

Contact person:
Maaria Manyando
(maaria.manyando@helsinki.fi)

Jyväskylän yliopisto
PO Box 35,
FI-40014 University of Jyväskylä

Contact person:
Tea Kangasvieri
(tea.s.m.kangasvieri@jyu.fi)

University of Helsinki and University of Jyväskylä have signed an agreement for a joint register (SOPIMUS YHTEISREKISTERINPITÄJYYDESTÄ) on 18.5.2022.

2. CONTACT DETAILS FOR THE DATA PROTECTION OFFICER

You can contact the Data Protection Officer by email: tietosuoja@helsinki.fi

Data protection officer at the
University of Helsinki:
Lotta Yli-Sulkava (tietosuoja@helsinki.fi)

Data protection officer at the
University of Jyväskylä:
Riikka Valkonen (tietosuoja@jyu.fi)

3. WHY DO WE PROCESS YOUR PERSONAL DATA AND WHAT IS THE LAWFUL BASIS FOR PROCESSING?

- The processing of personal data is based on the performance of a task carried out in the public interest or in the exercise of official authority, compliance with a legal obligation:**

Relevant regulations:

Universities Act (558/2009) and the decrees issued pursuant to it

Article 6(1) of the General Data Protection Regulation: scientific research purposes or statistical purposes carried out in the public interest.

Government Decree on University Degrees and Professional Specialisation Programmes (794/2004), including amendments

Act on the National Registers of Education Records, Qualifications and Degrees (884/2017), Chapter 5

General Data Protection Regulation (EU, 2016/679) and supplementary national legislation

Act on the Openness of Government Activities (621/1999)

Administrative Procedure Act (434/2003)

Non-Discrimination Act (1325/2004)

Act on Health Care Professionals (559/1994)

2. The data subject has given consent to the processing of his or her personal data for one or more specific purposes

The Controllers are committed to collecting and processing your personal data in a fair and transparent manner and in compliance with the relevant legislation. This privacy notice outlines how the Controllers will manage your personal data in accordance with the data protection legislation.

Your data is collected for the following purposes:

- For research at the universities of Helsinki and Jyväskylä.
- To communicate the research at universities of Helsinki and Jyväskylä to the public and the academic community, your anonymised data may form part of a research publication or conference presentation or public talk.

4. WHAT PERSONAL DATA DO WE PROCESS?

We process the following data that will be processed according to the Controllers' guidelines on personal data collection, management, storage, and protection:

- Job title / role / designation
- Institution / organization
- Information about Your collaboration and/or activities within GINTL
- Video and/or audio information

5. WHAT ARE THE SOURCES FOR PERSONAL DATA?

Personal data will be collected from you directly. Data can be collected through any of the interactions that take place in the GINTL lessons learnt process. This includes workshop interactions and outputs online or in person, as well as any additional interactions in the process, such as phone calls, interviews, emails, and contributions to online platforms such as Microsoft Teams. All material will be anonymised before using it for research purposes.

6. DO WE DISCLOSE YOUR PERSONAL DATA TO THIRD PARTIES?

We disclose your personal data to data processor *Creamailer Oy* with whom University of Helsinki has a Data Processing Agreement. Your personal data can be disclosed to data processor Microsoft Office with whom the controllers have Data Processing Agreements.

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7. FOR HOW LONG DO WE PROCESS AND RETAIN YOUR PERSONAL DATA?

The personal data will be kept for the time necessary to allow the University of Helsinki and the University of Jyväskylä to fulfil the purposes of handling this data described in this notice, after which the research data will be destroyed.

8. TRANSFERS OF PERSONAL DATA TO COUNTRIES OUTSIDE THE EUROPEAN UNION/EUROPEAN ECONOMIC AREA

No personal data will be transferred to recipients outside the European Economic Area.

9. WHAT RIGHTS DO YOU HAVE?

The contact persons in matters concerning the rights of the participant are the persons mentioned in section 1 of this notice.

Right to withdraw your consent

When the processing is based on your consent, you have the right to withdraw your consent any time. The withdrawal of your consent does not affect the lawfulness of processing based on consent before the withdrawal.

Right to access

You have the right to know whether we process your personal data and what data we process about you. You have also the right to request for the access to that data.

Right to rectification

You have the right to request for the rectification of inaccurate personal data concerning you. You also have the right to have incomplete personal data completed.

Right to erasure and right to be forgotten

You have the right to request for the erasure of your data from our systems. The data will be erased in the following cases:

- a) The personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed.
- b) You withdraw your consent on which the processing was based and there is no other legal ground for the processing.
- c) You object for the processing and there are no overriding legitimate grounds for the processing.
- d) The personal data have been unlawfully processed.
- e) The personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject.

You do not have the right to erasure, if the processing is necessary:

- a) For compliance with a legal obligation which requires processing by law.
- b) For the performance of a task carried out in the public interest or in the exercise of official authority.
- c) For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes if the erasure is likely to render impossible or seriously impair the achievement of the objectives of that processing.

- d) For the establishment, exercise, or defense of legal claims.

Right to restriction of processing

You have the right to request for the restriction of processing. This means that we store the data but do not process it in any other way.

You have this right when:

- a) The accuracy of the personal data is contested by you. Then the processing will be restricted until the accuracy of the data is verified.
- b) The processing is unlawful, and the data subject opposes the erasure of the personal data and requests the restriction of their use instead.
- c) We no longer need the data for the purposes of the processing, but you need the data for the establishment, exercise, or defense of legal claims.
- d) You have objected to processing that is based on legitimate interest. Then the processing will be restricted for the time it is verified whether the legitimate ground for the controller override those of the data subject.

Right to lodge a complaint with a supervisory authority

You can always contact us if you have any questions or concerns about the processing of your personal data. However, you have also the right to lodge a complaint with the Data Protection Ombudsman's Office if you think your personal data has been processed in violation of applicable data protection laws.

Contact details:

Office of the Data Protection Ombudsman
Visiting address: Ratapihantie 9, 6. krs, 00520 Helsinki
Postal address: PL 800, 00521 Helsinki
Switchboard: 029 56 66700
E-mail: tietosuoja@om.fi