

BIOKAS - FROM BIOCHAR TO GROWTH – TOWARDS A PEAT-FREE SOCIETY PROJECT PRIVACY NOTICE

Data protection act 2018/1050, EU general data protection regulation 2016/679.

The privacy notice contains the information that must be provided to data subjects when processing personal data. The privacy notice helps ensure the data controller's accountability obligation. Accountability is a central principle in the data protection regulation and means that the data controller must be able to demonstrate compliance with data protection legislation.

1. Data controller

South-Eastern Finland University of Applied Sciences
Ltd P.O. Box 68 (Patteristonkatu 3)
50101 Mikkeli
Telephone exchange: 040 655 0555
Business ID: 2472908-2

2. Contact person for registry matters

Pauliina Kuukka
Project manager
Patteristonkatu 2
50100 Mikkeli
Phone: 050 470 1793
pauliina.kuukka@xamk.fi

3. For what purpose are my personal data processed?

Personal data are processed:

- as part of the measures defined in the project plan and for implementing the university of applied sciences' research, development and innovation activities (RDI activities)
- as part of data collection for impact assessment and goal achievement

- for stakeholder cooperation and customer relationship management, communication about project measures and results, and scientific research.

4. On what basis are my personal data processed?

The legal basis is public interest (scientific research and universities of applied sciences' research, development and innovation activities) as well as the data subject's consent. Personal data are also processed on the basis of legitimate interest, for example in connection with event registrations.

The processing of personal data in scientific research is based on the EU general data protection regulation and national data protection law. Scientific research is a task in the public interest as defined in the data protection regulation, whereby scientific research in the public interest is a processing basis for personal data (data protection act). In the data protection regulation (recital 159), the concept of research also covers RDI activities.

5. Name, nature, duration and performers of the research or project

BioKas - from biochar to growth – towards a peat-free society project

1.7.2025-30.6.2027

Personal data will be retained as long as there is a need for their use. In project activities, personal data are retained according to the archiving period required by the funder.

Project personnel:

Pauliina Kuukka

Project manager

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50100 Mikkeli

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Project researcher

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In addition, personal data may be processed by other persons or students working on the project.

6. What kind of information about me is processed?

Possible personal data to be processed include name, organisation, job title, home municipality and contact information (email or phone number).

7. From what sources is my information collected?

We collect personal data from the data subjects themselves. Information is collected through event registration forms and participant lists, as well as possibly from surveys conducted during the project.

8. Are my personal data disclosed to third parties?

Information is not regularly disclosed to other parties. Information may be published to the extent agreed with the data subject. Certain information may be disclosed to the project funder in connection with reporting on matters required by the funder, such as participant lists for events. Xamk may use external personal data processors (e.g., companies providing information technology services, such as Microsoft), who process personal data in accordance with concluded agreements.

9. Are my data processed outside the EU or EEA?

Data are not transferred by the data controller outside the EU or EEA.

Xamk uses Microsoft cloud services (Teams and OneDrive) as storage space. Microsoft primarily processes data in the EU/EEA area and in regional data centers. Microsoft is committed to operating in accordance with the EU general data protection regulation. Microsoft's privacy statement can be read at: <https://privacy.microsoft.com/fi-FI/privacystatement>

10. How long are my data retained?

Personal data are retained during the project period and as long as there is still a need for their use. In project activities, personal data are retained according to the archiving period required by the funders. Project materials and documents, which may also contain personal data, are archived according to the retention obligation for 10 years from the end of the program period.

11. How are my personal data protected?

The data are stored in an information system. Users have personal user credentials. Only those persons from the data controller who have the right to access and use the system data as part of their work can access and use the system information.

Customer and stakeholder data are stored in a customer management system, where data maintenance is protected with AD credentials and password. Data stored in the system are available to a group limited by user rights in the registry.

12. How can I exercise my rights under the data protection regulation?

Research subjects / data subjects can make all requests related to this research to the contact person below.

Pauliina Kuukka
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50100 Mikkeli
Phone: 050 470 1793
pauliina.kuukka@xamk.fi

When the processing basis is public interest, the data subject has the following rights:

Right to receive information about the processing of personal data, unless otherwise specifically provided by law:

- Right to access data
- Right to rectify data

- Right to restrict data processing
- Obligation to notify about rectification of personal data or restriction of processing
- Right to object to data processing
- Right not to be subject to automated decision-making without lawful basis