

International Work Mikkeli

GROUP PROJECT PRIVACY NOTICE

Data Protection Act 1050/2018; EU General Data Protection Regulation 2016/679.

This privacy notice contains the information that must be provided to data subjects when personal data are processed. The privacy notice also supports the controller's accountability obligation. Accountability is a key principle of the General Data Protection Regulation and means that the controller must be able to demonstrate compliance with data protection legislation.

1. Controller

South-Eastern Finland University of Applied Sciences (Xamk)
Patteristönkatu 3
50100 Mikkeli

2. Contact person for matters concerning the register

Saara Vauhkonen
Patteristönkatu 3
50100 Mikkeli
050 574 4926

3. For what purposes is my personal data processed?

Personal data are processed:

- as part of the project activities and for carrying out the university of applied sciences' research, development and innovation (RDI) activities;
- for marketing the project and communicating about it to the target group;
- for stakeholder cooperation and customer relationship management, and for communicating about the project activities and results.

4. What is the legal basis for processing my personal data?

The legal basis for processing personal data is performance of a task carried out in the public interest (scientific research and the research, development and innovation activities of universities of applied sciences). Personal data are also processed on the basis of legitimate interests, for example for marketing, stakeholder cooperation and customer relationship management.

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

International Work Mikkeli
1 September 2026 - 31 May 2029

Personal data are retained for as long as there is an ongoing need to use them. In project activities, personal data are retained in accordance with the archiving period required by the funder.

Saara Vauhkonen
Project Manager
firstname.lastname@xamk.fi
050 574 4926

Sari Vauhkonen
firstname.lastname@xamk.fi
050 3556280

In addition, personal data are processed by other persons working in the project:

Hilkka Kulju
Project Manager
hilkka.kulju@mikkeli.fi
040 554 5622

Vladlen Mikheles
International Talent Specialist
vladlen.mikheles@mikkeli.fi
040 198 4506

Anna Hiltunen
International Talent Specialist
anna.hiltunen@mikkeli.fi
040 486 5758

Minna Kröpi
Project Manager
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044 7115640

Timo Häkkinen
Project Specialist
timo.hakkinen@esedu.fi
044 711 5718

Helena Räisänen
Development Manager, Skilled Workforce
helena.raisanen@mikseimikkeli.fi
040 480 8907

6. What information about me is processed?

The register may contain the following personal data about persons who have participated in the project activities, cooperation partners and stakeholders: name, age, job title or role, employment status, employment readiness, educational background, telephone number and email address.

7. From what sources is my data collected?

Personal data are collected from public sources, such as organisations' websites, directly from the data subject, and in connection with various events, activities or training sessions organised by the project.

8. Is my personal data disclosed to third parties?

Data from the register are not disclosed to third parties.

Xamk may use external personal data processors (for example, companies providing IT services, such as Microsoft) that process personal data in accordance with the agreements concluded. The project takes all reasonable measures possible to ensure that personal data that are inaccurate, incorrect or outdated in relation to the purposes of processing are erased or rectified without delay.

10. Is my data processed outside the EU or EEA?

No.

Xamk uses Microsoft cloud services (Teams and OneDrive) for data storage. Microsoft primarily processes data within the EU/EEA and in regional data centres. Microsoft is committed to complying with the EU General Data Protection Regulation. Microsoft's privacy statement is available at:
<https://privacy.microsoft.com/fi-FI/privacystatement>

11. How long is my data retained?

Personal data are retained for the duration of the project and for as long as there is an ongoing need to use them. In project activities, personal data are retained in accordance with the archiving period required by the funder. Project data and materials that may contain personal data are archived for 10 years in accordance with Xamk practices.

12. How is my personal data protected?

The data are stored in an information system. Users have personal user IDs. Only those persons acting for the controller who require access to the data for their work may access and use the system data. Customer and stakeholder data are stored in a customer relationship management system where maintenance of the data is protected with an AD user ID and password. Data stored in the system are available only to a group whose access is restricted by user permissions.

In ESF+ projects, participant data are collected using the EURA2021 system, whose use is governed by Act 757/2021 (Act on the Financing of Regional Development and European Union Regional and Structural Policy Projects). No other systems or separate paper forms are used to collect participant data. The EURA2021 system's data protection practices are followed when collecting these data.

13. How can I exercise my rights under the General Data Protection Regulation?

Research participants / data subjects may submit all requests related to this research to the following contact person: Saara Vauhkonen, 050 574 4926, firstname.lastname@xamk.fi.

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

- right to receive information about the processing of personal data, unless an exception is specifically provided by law;
- right of access to personal data;
- right to rectification;
- right to restriction of processing;
- notification obligation regarding rectification of personal data or restriction of processing;
- right to object to processing;
- right not to be subject to automated decision-making without a lawful basis.