



Kaakkois-Suomen  
ammattikorkeakoulu

Mission to Accomplish Participation! PRIVACY STATEMENT

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

This document clarifies and specifies the information on the processing of personal data on a research or project-by-project basis. The privacy statement helps ensure the data controller's obligation to demonstrate compliance. Demonstrating compliance is a key principle in the data protection regulation, meaning that the data controller must be able to prove that they adhere to data protection act. The background is the Research Information Data Group's privacy statement, which can be found at <https://www.xamk.fi/data-protection-announcement>.

### **1. Registrar**

South-Eastern Finland University of Applied Sciences

PO Box 68 (Patteristonkatu 3 D) FI-50101 MIKKELI

switchboard: Tel. +358 (0)40 655 0555 Business ID: 2472908-22

#### **Joint registrars:**

The primary controller of Mission to Accomplish Participation! project at Xamk is Xamk.

### **2. Contact person for register matters**

Antti Rantaniva

South-Eastern Finland University of Applied Sciences Xamk

Patteristonkatu 3, FI-50101 MIKKELI

+358406233082

[antti.rantaniva@xamk.fi](mailto:antti.rantaniva@xamk.fi)

### **3. What is the purpose for which my personal data is processed?**

The priority of the data collection is the arrangement of workshops. To plan accommodation, transportation and program details, there is a need to collect personal data from the participants.

The data is also collected for the following purposes:

- as a part of the Mission to Accomplish Participation! -project activities as well as for the implementation of the research, development and innovation (RDI) activities of the Xamk.
- to assess the impact and achievement of the Mission to Accomplish Participation! -project objectives.
- managing the cooperation and relations of the stakeholders and the customers

- communication of the Mission to Accomplish Participation! -project activities and results.

#### **4. On what basis is my personal information processed?**

Public task

The processing of personal data in scientific research is based on the general EU data protection regulation as well as national data protection law. Scientific research is a task in the public interest within the meaning of the Data Protection Regulation, in which case scientific research in the public interest is the basis for the processing of 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 study or project**

Mission to Accomplish Participation!

Development project

01.09.2022 – 29.02.2024

South-Eastern Finland University of Applied Sciences (Xamk)

Gyermek- és Ifjúsági Önkormányzati Társaság (Non-governmental organisation/association, Hungary)

City of Mikkeli (Finland)

City of Gödöllő (Hungary)

#### **5. Parties to the collaborative study and division of responsibilities (delete if not a collaborative project)**

The partners in Mission to Accomplish Participation! -project are South-Eastern Finland University of Applied Sciences (Xamk), Gyermek- és Ifjúsági Önkormányzati Társaság (Non-governmental organisation/association, Hungary), City of Mikkeli (Finland), City of Gödöllő (Hungary). Every partner organization has named the project groups and primary contact persons. Each partner is responsible for finances, the proper use of project funds and financial reporting, also reporting of working days spent on the project.

Xamk as the lead applicant holds the main responsibility of the project management, invites partners to join the regular project meetings. The project activities include obtaining individual consent for pictures and materials, which will be used in the Mission to Accomplish Participation! -project.

## **6. What kind of information about me is processed?**

Name, address, phone number, email address and health information that is relevant when participating in project activities (such as food allergies or medication).

## **7. From what sources is my information collected?**

Personal data is obtained directly from the subject.

## **8. Will my personal information be disclosed to third parties?**

The information is not regularly disclosed to other parties. The information may be published to the extent agreed with the data subject. Certain information may be disclosed to the project funder Finnish National Agency for Education, in connection with reporting on matters required, e.g. lists of participants in the events.

## **9. Is my data processed outside the EU or the EEA?**

Data will not be transferred by the controller outside the EU or the EEA.

Xamk uses Microsoft cloud services (Teams and OneDrive) as storage space. As a general rule, Microsoft processes data in the EU / EEA and in regional data centers. Microsoft is committed to complying with the general EU data protection regulation. The Microsoft Privacy Statement is available at:

<https://privacy.microsoft.com/en-US/privacystatement>

## **10. How long will my data be kept?**

Personal data will be kept for the duration of the PEACE4Europe-project 01.09.2023 – 31.08.2026 and as long as there is a need to use it. Data will be kept also for the archiving period required by the funder. According to Xamk's policy project materials that may include personal data will be archived for 10 years.

## **11. How is my personal information protected?**



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There will not be any manual materials. The data is stored in the information system. Users have personal usernames. The data in the system shall be accessed and used only by those data controllers who are entitled to them for their work.

## **12. How can I exercise my rights under the Privacy Regulation?**

The rights of the register are listed in more detail in the research information data group's privacy statement (<https://www.xamk.fi/data-protection-announcement/>).

Subjects / registrants can make all requests related to this study to the contact person below.

Antti Rantaniva, +358406233082, antti.rantaniva@xamk.fi