

## Processing of personal data in research, development and innovation activities.

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| Organization                                   | Turku University of Applied Sciences Ltd<br>Joukahaisenkatu 3<br>20520 TURKU<br>Telephone exchange +358 2 263 350<br><a href="mailto:kirjaamo@turkuamk.fi">kirjaamo@turkuamk.fi</a>  |
| Person in charge                               | Contact person Essi Hillgren, project manager, MESH project<br>+358403550934   |
| Contact information of Data Protection Officer | Please contact in all data protection related matters: <a href="mailto:tietosuoja@turkuamk.fi">tietosuoja@turkuamk.fi</a><br><br>The messages sent to this address are processed by the Data Protection Officer (DPO) and a data protection specialist working with him and as his substitute.   |
| Purpose of processing the personal data        | <p>In MESH project, information will be collected from people who are participating activities of the project. Information will be used only when is needed to contact people or funding programme is asking information.</p>  |
| Legal basis for processing personal data       | <p>A task carried out in the public interest or in the exercise of official authority vested in the controller (General Data Protection Regulation, article 6, paragraph 1, subparagraph e).</p> <p>Administration of register need information about stakeholders contact information for running development work of the project. Activities of the project are e.g. information collection, mentoring pilots, feedback from activities. Information is going to be used for the project purposes.<br/>Project is funded by ESF (European Social Fund)</p> |

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| <p>Processed categories and storage times of personal data</p> | <p>In RDI activities, for example data on people participating in RDI projects is processed, as listed below. The people participating in RDI activities and the data differ case by case. The people may be e.g. staff or students of TUAS, company representatives or representatives of project cooperation partners.</p> <p>The personal data processed in RDI activities mainly includes:</p> <ul style="list-style-type: none"> <li>- name</li> <li>- date of birth</li> <li>- contact information</li> <li>- employer</li> <li>- work experience</li> <li>- occupation</li> <li>- title</li> <li>- employment status</li> <li>- education</li> <li>- other merits</li> <li>- salary</li> <li>- gender</li> <li>- marital status</li> </ul> <p>Information will be in use until 31.12.2021 and in archive until 31.12.2031.</p> |
| <p>Regular information sources</p>                             | <p>Information related stakeholder and target group will be collected from mentoring pilots and trainings as well as meeting and events.</p>  |
| <p>Receivers or receiver groups of personal data</p>           | <p>Users of the personal data are: Essi Hillgren, Jonna Heikkilä, Hanna Kirjavainen, Sirppa Kinos, Janna Peltola, Jarmo Järvinen, Outi Pelkonen ja Katja Halme.</p>   |

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| <p>Essential information regarding transfer of data to third countries (outside the EU or EEA countries)</p> | <p>Data or information is not going to transfer outside EU or EEA.</p>   |
| <p>Principles of data protection</p>   | <p>Project Manager of MESH project is managing information related to MESH project. People working in the project also have access to information collected if it is important and needed. Collected information is protected with usercode and user rightsTUAS' systems are secured through administrative and technical means so that the confidentiality, integrity and availability of the data can be ensured. TUAS tries to ensure that the principles of data protection of the other parties are at least at an equivalent level.</p>  |
| <p>Data subject rights and responsibilities</p>  | <p>The data subjects' data protection rights are described here at a general level. The rights and applying them are influenced by the legal basis of the processing, and it varies on a case-by-case basis. You can obtain more information on your rights in the project-specific data privacy notices.</p> <p>You have the right to know how we process your personal data. You can request for access to your personal data and rectification regarding incorrect or insufficient information.</p> <p>You can request for erasing your personal data or restricting the processing of your personal data. The right to be forgotten (data erasure) is not valid if we process your personal data in order to comply with statutory obligations or if the processing of your personal data takes place in order to carry out a task regarding public interest or to exercise the public authority of TUAS.</p> <p>You have the right to receive the personal data you have provided us with and to transmit that data from one system to another if the processing of personal data is based on your consent or an agreement and the processing takes place by automatic methods.</p> <p>You have the right to object the processing of your personal data if the processing takes place in order to carry out a task regarding public interest or to</p> |

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|  | <p>exercise the public authority of TUAS or if we process your personal data on the basis of our so-called legitimate interest.</p> <p>Please contact the DPO if you have any questions regarding data protection or if you wish to use your related rights. If necessary, you can also contact the controlling authority (Office of the Data Protection Ombudsman) that controls the processing of personal data in Finland.</p> <p>The contact details of the DPO can be found in the beginning of the privacy notice. All requests are processed on a case-by-case basis.</p> |
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