

Register of research, development and theses

This guideline is applicable to the Research and Development activities carried out by SAMK staff and to the theses of SAMK students.

[Alla oleva teksti tiedostomuodossa](#)

Information for the research participant

- Staff use: you are participating in research or development activities carried out by Satakunta University of Applied Sciences.
- Student uses: you are participating in a research/study related to the thesis of Satakunta University of Applied Sciences.

This notice describes how your personal data will be processed in the survey.

Participation in this survey is voluntary. You can also choose to stop taking part in the survey. However, if you stop taking part, the data collected before you stop can still be used in the study. This Privacy Notice explains in more detail what your rights are and how you can influence the processing of your data.

1. Controller of the research, development or thesis

Staff use:

Satakunta University of Applied Sciences

Address: Satakunnankatu 23, 28101 Pori

Used by the student, if not collecting material for SAMK's use:

Student:

Address:

Contact person for research matters: (person to be contacted by the respondents for data protection issues related to the research)

Name:

Address:

Phone number:

E-mail address:

[If there are several controllers, please also mention the other controllers here.]

2. Description of the investigation or other inquiry and the purpose of the processing of personal data

The purpose of the processing indicates the purpose of the research for which the personal data are processed. Describe in a way that the data subject understands how his or her data will be processed. The text should be understandable and accessible to the target group.

3. The parties involved in the research or development activity as a collaborative project and the division of responsibilities (you can delete this if it is not a collaborative project)

In the case of a joint project involving several parties (organisation/department or student), this describes the division of responsibilities between the parties with regard to the processing of personal data.

If the organisations carrying out the research together process the same personal data in the research and jointly determine the purposes and means of the processing of personal data, they are joint controllers.

If more than one organisation is involved in the data collection, you can use the text below:

The organisations or other entities listed in point 1 are joint controllers for the purposes of this study, i.e. they jointly determine the purposes and means of the processing of personal data.

Subjects may submit any request to exercise their data subject rights in relation to this research to the contact person below:

[contact details]

The contact person will also forward the request to other organisations or other entities acting as joint controllers, as appropriate.

4. The researcher or team responsible for the research or development activity or the author of the thesis

The responsible researcher/thesis author is the person appointed by the controller or the student is the controller who is responsible for carrying out the research. A corresponding team may also be appointed.

Name:

Address:

Phone number:

E-mail address:

5. Contact details of the Data Protection Officer

The Data Protection Officer of Satakunta University of Applied Sciences is Osmo Santamäki. He can be contacted by e-mail at tietosuojavastaava@samk.fi.

6. Persons carrying out research or development work

All those who have the right to process the data in the register during the course of the research or development activities are recorded here. It is not necessary to list individual persons, but they can be listed in groups, e.g. authors of thesis, researchers in the research group "Supporting work capacity", researchers in project x

7. Subject and duration of the research or development work/Topic and duration of the thesis

Name of research/development project: [name]

Title of thesis: [name]

Case study

Follow-up study

Duration of processing of personal data:

If the exact duration is known, it is indicated here. If not, this will explain how the duration of processing is determined.

8. Legal basis for processing personal data

Personal data are processed on the following grounds pursuant to Article 6(1) of the General Data Protection Regulation:

In practice, in scientific research, the basis for processing is almost always either the consent of the subject or scientific or historical research in the public interest. If you are unsure about the basis for processing, please contact the Research Ethics Support tutkimusetiikka@samk.fi

the subject's consent

compliance with a legal obligation of the controller

a task carried out in the public interest/exercise of official authority vested in the controller:

Scientific or historical research or statistics

archiving of research data

pursuit of the legitimate interests of the controller or of a third party

which legitimate interest is at stake:

9. What information we collect and store

This describes the data or types of data that will be collected and stored on the data subject/recorded. Identifying information about the person is specified (name, date of birth, contact details) and other survey information is specified. A separate annex may be used if there is a large amount of identifying information.

A. Sensitive personal data

Specify whether sensitive data is collected and stored.

No sensitive personal data is processed in the research/development activities or in the thesis.

OR

The research/development or thesis will process the following sensitive personal data:

Race or ethnic origin

Political opinions

Religious or philosophical beliefs

Trade union membership

Genetic information

Processing of biometric data for the purpose of uniquely identifying a person

Health

Sexual behaviour or orientation of a natural person

According to Article 9(2) of the GDPR, the processing of sensitive data is based on the following legal basis:

Consent of the subject/participant

Scientific or historical research purpose or statistical purpose

The subject/participant has made the processed sensitive data public

Other reason (which?):

The research or development work involves the processing of criminal conviction or misdemeanor data.

10. Where personal data is collected

This describes where the data to be stored comes from.

11. Transfer or disclosure of data to others

This tells you whether personal data are regularly transferred or disclosed to others. What information is disclosed, where it is disclosed and the basis for the disclosure. This also describes any transfer of personal data to a processor (e.g. a subcontractor).

12. Transfer or disclosure of data outside the EU or the European Economic Area

If not moved, tick Not moved

If transferred, please identify the legal basis under the GDPR that allows the transfer (e.g. Commission decision on adequacy under Article 45 / binding corporate rules under Article 47 / standard data protection clauses under Article 46(2) / exceptions and safeguards under Article 49, such as explicit consent of the data subject to the proposed transfer after having been informed of the risks involved).

Where possible, the information should include a link to the document used or information on where and how to access information on that document.

The most common safeguard is the Commission's standard contractual clauses (Article 46(2) of the Regulation), see. https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en

13. Automated decision-making

No automatic decisions are made.

Scientific research does not usually involve automated decisions (e.g. profiling) that may have legal or other significant effects on subjects.

14. Principles for the protection of personal data

The information is confidential.

Protection of manual data: ____

Data processed in information systems:

user name password access registration access control

other, which:

Processing of direct identification data:

Direct identifiers are deleted at the analysis stage

Data will be analysed using direct identifiers because (reason for keeping direct identifiers):

15. Processing of personal data after the end of research or development

Destruction of the research or other records

The research register or other register is archived:

without identification data with identification data

Where will the data be archived and for how long:

16. What rights you have as a registered/registered person and how to opt-out

The contact person for matters relating to the rights of the person under investigation who can be contacted is *indicate the person responsible for point 1*

Withdrawal of consent (Article 7 GDPR)

You have the right to withdraw your consent if the processing of your personal data is based on consent. Withdrawal of consent does not affect the lawfulness of the processing carried out on the basis of consent before its withdrawal.

Right of access (Article 15 of the GDPR)

You have the right to know whether your personal data will be processed in the project and what personal data will be processed in the project. You can also request a copy of the personal data being processed if you wish.

Right to rectification (Article 16 of the GDPR)

If there are inaccuracies or errors in the personal data we process about you, you have the right to request that they be corrected or completed.

Right to erasure (Article 17 GDPR)

You have the right to request the deletion of your personal data in the following cases:

1. You have the right to request the deletion of your personal data in the following cases:
2. the personal data are no longer necessary for the purposes for which they were collected or otherwise processed.
3. you withdraw the consent on which the processing was based and there is no other lawful basis for the processing
4. you object to the processing (see below for a description of the right to object) and there is no legitimate ground for the processing
5. the personal data have been unlawfully processed; or
6. the personal data must be erased in order to comply with a legal obligation under Union or Member State law to which the controller is subject.

However, there is no right to erasure if erasure would prevent or seriously undermine the purpose of the processing for the purposes of scientific research.

Right to restriction of processing (Article 18 GDPR)

1. You have the right to restrict the processing of your personal data in one of the following circumstances:
2. you contest the accuracy of your personal data, in which case the processing is restricted for a period of time during which the university can verify the accuracy of the data.
3. the processing is unlawful and you object to the erasure of your personal data and instead request the restriction of their use
4. the University no longer needs the personal data concerned for the purposes of the processing, but you need them for the establishment, exercise or defence of legal claims
5. you have objected to the processing of personal data (see below for more details) pending verification of whether the legitimate grounds of the controller override those of the data subject.

Right to data portability (Article 20 of the GDPR)

You have the right to receive the personal data you provide to the University in a structured, commonly used and machine-readable format, and the right to transfer such data to another controller without the University's hindrance, if the legal basis for the processing is consent or contract, and the processing is carried out automatically.

When you exercise your right to data portability, you have the right to have your personal data transferred directly from one controller to another, where technically feasible.

Right to object (Article 21 GDPR)

You have the right to object to the processing of your personal data if the processing is based on a public interest or legitimate interest. In this case, the University may not process your personal data unless it can demonstrate compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or where it is necessary for the establishment, exercise or defence of legal claims. The University may also continue to process your personal data where it is necessary for the performance of a task carried out in the public interest.

Exception to rights

The rights described in this paragraph may be derogated from in certain individual cases on the grounds laid down in the General Data Protection Regulation and the Finnish Data Protection Act to the extent that the rights prevent or greatly hinder the achievement of the scientific or historical research purpose or statistical purpose. The need to derogate from the rights is always assessed on a case-by-case basis.

Right of appeal

You have the right to lodge a complaint with the Office of the Data Protection Ombudsman if you believe that your personal data have been processed in breach of applicable data protection legislation.

Contact details:

Office of the Data Protection Ombudsman

Visiting address: Ratapihantie 9, 6th floor, 00520 Helsinki, Finland

Postal address: P.O. Box 800, 00521 Helsinki, Finland

Switchboard: 029 56 66700

Fax: 029 56 66735

E-mail: tietosuoja@om.fi