

PRIVACY NOTICE - PERSPECTIVES FOR FUTURE INNOVATION IN TENDON REPAIR (P4 FIT) – This project has received funding from the European Union’s Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 955685

EU General Data Protection Regulation

Art. 12 to 14

Date: 2/16/2021

1. Controllers for the processing of personal data

The organization responsible for the processing of personal data are

University of Keele as the controller

Contact information:

UNIVERSITY OF KEELE, a university established by the University of Keele Act 1962 (10 & 11 Eliz. 2 Ch Xv) and the granting of a Royal Charter in 1962, of Keele, Staffordshire ST5 5BG

Contact person for the processing described in this notice is:

Project Manager Pauliina Hyttinen
University of Helsinki
Email: pauliina.hyttinen@helsinki.fi

And the other controllers as joint controllers:

University of Helsinki
Friedrich Alexander University Erlangen-Nuremberg
University of Teramo
University of Salerno
Medical University of Vienna
Consiglio Nazionale delle Ricerche (CNR)
Reykjavik University
INNOVET e.V.
Istituto Zooprofilattico Sperimentale dell'Ab-bruzzo e del Molise “G. Caporale”
Karolinska Institutet

King's College London
Università Cattolica del Sacro Cuore
Università degli Studi "G. d'Annunzio" di Chieti–Pescara
Università degli Studi "Magna Graecia" di Catanzaro
Universidade do Minho
Ai4Health srl.
Ansabere Surgical S.L.
ASSUT EUROPE S.p.A.
Bayer Oy
Biouniversa s.r.l.
Capsamedix Oy
Fat-Stem Laboratories BV
Fidia Farmaceutici S.p.A.
iDelivery
KISO
Tecniplast

2. Contact details for the Data Protection Officer

You can contact the Coordinator's Data Protection Officer by email: dpo@keele.ac.uk

3. Who are the parties involved in the processing and what are their responsibilities?

University of Helsinki acts as the coordinator of the above mentioned PERSPECTIVES FOR FUTURE INNOVATION IN TENDON REPAIR (P4 FIT) research project. The other organizations listed in section 1 are the partners of this research project. To perform the recruitment process, the personal data is handled first by University of Keele and jointly at later stages of the process or when needed by the institutions listed in section 1. See section 7 for more detailed description of the personal data sharing between the institutions. The personal data is shared between the institutions listed in section 1 because there are several PhD awarding institutions and multiple institutions hosting secondments and they need to handle some of the applicants' applications and personal data.

4. Why do we process your personal data and what is the lawful basis for processing?

The purpose for the processing of your personal data is to conduct the selection process of the call for applicants for the Early Stage Researchers (ESRs) positions of P4 FIT.

The legal basis for processing is:

- your consent that you can withdraw
- the processing is necessary to comply with legal obligation
- the processing is necessary for the performance of a tasks carried out in the public interest or in the exercise of official authority
 - scientific or historical research purposes or statistical purposes
 - archiving

- authority's task carried out in the public interest
- the legitimate interest
- contract to which the data subject is party.

5. What personal data do we process?

We process the following data:

- Name, date of birth, contact details, nationality, gender, ID or passport info, email, phone number, employment and education history, professional experience, CV, degree and work/research certificates, and English proficiency docs.

6. What are the sources for personal data?

All data is collected from the data subject.

7. Do we disclose your personal data to third parties?

Personal data in the recruiting process will be handled by University of Keele at first and the personal information of the applicants who advance to the interview level or to a reserve list will be shared among the institutions listed in section 1. In case an applicant applies for multiple ESR projects (maximum 3), those institutions will cross-share the applicant's personal information. If sharing applicants' personal information is necessary to fulfill the recruitment process, each institution listed in section 1 can cross-share personal information even before the interview and reserve list stage. In case the P4 FIT project will be audited, personal information may be shared with the auditor mentioned in section 8.

8. For how long do we process and retain your personal data?

We will process the personal data until the selection process is fully completed. Due to the requirement of the European Commission, we will retain the personal data in case of an audit by the European Commission or possible assistance until five years from the payment of the balance, approximately up to the end of year 2032.

9. Transfers of personal data to countries outside the EU/European Economic Area

Due to withdrawal of the United Kingdom (UK) from the European Union (Brexit), the controllers located in the UK are outside of the EU. Currently a bridging period between the EU and the UK is in effect and personal data transfers to the UK may continue under the same conditions as transfers within the EU. After the bridging period ends, the transfers to controllers located in the UK may continue based on adequacy decisions made by the Commission or alternatively under standard contractual clauses adopted by the Commission, depending on the decisions made by the Commission and the agreements made between the EU and the UK.

10. What rights do you have?

The contact person in matters concerning the rights of the participant is the person mentioned in section 1 of this notice.

Right to withdraw your consent

When the processing is based on your consent, you have the right to withdraw your consent any time. The withdrawal of your consent does not affect the lawfulness of processing based on consent before the withdrawal.

Right to access

You have the right to know whether we process your personal data and what data we process about you. You have also the right to request for the access to that data.

Right to rectification

You have the right to request for the rectification of inaccurate personal data concerning you. You also have the right to have incomplete personal data completed.

Right to erasure and right to be forgotten

You have the right to request for the erasure of your data from our systems. The data will be erased in the following cases:

- a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed
- b) You withdraw your consent on which the processing was based and there is no other legal ground for the processing
- c) You object for the processing and there are no overriding legitimate grounds for the processing
- d) The personal data have been unlawfully processed
- e) The personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject

You do not have the right to erasure, if the processing is necessary:

- a) For compliance with a legal obligation which requires processing by law
- b) For the performance of a task carried out in the public interest or in the exercise of official authority
- c) For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes if the erasure is likely to render impossible or seriously impair the achievement of the objectives of that processing
- d) For the establishment, exercise or defense of legal claims

Right to restriction of processing

You have the right to request for the restriction of processing. This means that we store the data but do not process it in any other way.

You have this right when:

- a) The accuracy of the personal data is contested by you. Then the processing will be restricted until the accuracy of the data is verified.
- b) The processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead
- c) We no longer need the data for the purposes of the processing, but you need the data for the establishment, exercise or defense of legal claims
- d) You have objected to processing that is based on legitimate interest. Then the processing will be restricted for the time it is verified whether the legitimate ground for the controller override those of the data subject.

Right to data portability

When the processing is done by automatically means and the processing is based on your consent or a contract between you and the University, you have the right to have your data that you have provided, in a structured, commonly used and machine-readable format and have the right to transmit this data to another controller.

When it is technically feasible, you have the right to have the data transmitted directly to the other controller.

Right to lodge a complaint with a supervisory authority

You can always contact us if you have any questions or concerns about the processing of your personal data. However, you have also the right to lodge a complaint with Information Commissioner's Office if you think your personal data has been processed in violation of applicable data protection laws.

Contact details:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: 0303 123 1113

Fax: 01625 524510