

<b>1. Data controller</b>	Name  Diaconia University of Applied Sciences Ltd
	Address  PO Box 12, 00511
	Other contact information (e.g. telephone number during office hours, email address)
<b>2. Contact person for matters related to data protection</b>	Name  Mari Nyrhinen, Data protection officer
	Address  Kyläsaarenkuja 2, 00580 Helsinki
	Other contact information (e.g. telephone number during office hours, email address)  tietosuojavastaava@diak.fi
<b>3. Name of privacy statement</b>	Electronic registers, innovation operations results area
<b>4. Purpose of the processing of personal data</b>	Possession of contact information of partners and stakeholders in Diaconia University of Applied Sciences' innovations operations results area for the purpose of maintaining partnership relations, providing information, and for communications and marketing purposes.
<b>5. Legal basis of processing of personal data</b>	<p>According to Article 6 of the General Data Protection Regulation, data processing is lawful only if, and only to the extent that, at least one of the following conditions is met:</p> <p><input type="checkbox"/> a) The data subject has given their consent</p> <p><input checked="" type="checkbox"/> b) The processing is necessary for implementing an agreement to which the data subject is a party</p> <p><b>Under the selected box, you can describe the condition more precisely. * EXAMPLE * Data processing is required for making library cards.</b></p> <p><input checked="" type="checkbox"/> c) The data processing is necessary for compliance with the statutory obligations of the data controller</p> <p><input type="checkbox"/> d) The data processing is necessary for safeguarding the vital interests of the data subject or some other natural person</p> <p><input type="checkbox"/> e) The data processing is necessary for performance of some duty in the public interest, or the processing is necessary for the data controller's exercise of their public power</p>

	<input type="checkbox"/> f) The processing is necessary for fulfilment of the legitimate interests of the data controller or of a third party
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<b>6. Personal data groups to be processed and storage periods for personal data</b>	<p>Personal data to be processed:</p> <input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Address <input checked="" type="checkbox"/> Telephone <input checked="" type="checkbox"/> Email address <input checked="" type="checkbox"/> Personal ID number <input type="checkbox"/> Photo
	<p>Other data to be processed: Date of birth</p> <p>Periods for which data is stored: According to the archive creation plan (AMS, available on the Diaconia University of Applied Sciences intranet).</p>
	<p><b>Whether sensitive information (race/ethnicity, origin, political opinion, religious or philosophical belief, membership of a trade union, health-related information, sexual orientation or behaviour) is processed. Article 9:</b></p> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>If yes, is the processing based on consent?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If sensitive information is processed without the data subject's consent, please indicate the reason for the processing:</p>
<b>7. Information systems used and system-specific privacy statements</b>	<p>Electronic registers (Excel) – contact registers Lyyti Webropol EURA 2014 ESR Personnel system Outlook</p>
<b>8. Regular sources of information</b>	<p>Lyyti Webropol EURA 2014 ESR Personnel system Outlook – contact requests</p>
<b>9. Regular data disclosure</b>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
	<p>If yes, to where / what party is the data disclosed?</p>
<b>10. Transfer of information outside the EU or the European Economic Area</b>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
	<p>If yes, to where / what party is the data disclosed?</p>
<b>11. Principles of protecting registers</b>	<p>A Manual material</p> <p>Is there manual data?</p> <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
	<p>If yes, how is the material stored and protected? The documentation generated in the projects is stored in lockable cabinets. The project</p>

	<p>managers and project secretaries have access to the material.</p> <p><b>B Digitally processed data</b></p> <p>Is there data in electronic form?</p> <p><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes, how is the material stored and protected?</p> <p>The data will be stored in accordance with Diaconia University of Applied Sciences' archive plan (AMS). Electronic material is processed based on the user's rights of access to such systems (see privacy statements). This data is accessible to employees who perform project-related tasks or other tasks in the innovation operations results area.</p>
<p><b>12. Rights and responsibilities of data subjects</b></p>	<p>The data subject has the right to request access to personal data concerning him or her, the right to request correction or erasure of such data and the right to request restriction of the processing of it, the right to oppose processing or it, and the right to transfer from one controller to another.</p> <p>The data subject has the right to withdraw their consent at any time without this affecting the lawfulness of the processing carried out prior to this withdrawal, if the processing of personal data is based on the consent of the data subject.</p> <p>Upon request, the data subject may use the model form drawn up in the Office of the Data Protection Ombudsman.</p> <p>The data subject has the right to file a complaint with the Office of the Data Protection Ombudsman.</p> <p>Profiling is not carried out on the basis of personal data contained in the register.</p> <p>If personal data is processed for direct marketing purposes, the data subject has the right at any time to oppose the processing of their personal data for such marketing, including profiling when it is related to such direct marketing.</p> <p>The data protection officer is the contact person in matters relating to the rights and obligations of the data subjects. The contact details of the data protection officer are given at the beginning of the privacy statement.</p>