

Privacy Notice for Green minds, Healthy Hearts – Social Sustainability Symposium
30.5.2023

This privacy notice explains how Aalto University processes your personal data, if you participation in the event mentioned above.

1. Why and on what basis does Aalto University process your personal data?

The **purpose of processing** your personal data is

- so that you can participate in the event,
- regarding the practical arrangements of the event,
- to inform about new events,
- for creating cooperative relationships

The **legal basis for processing** your personal data is official interest, contract, and consent.

2. What personal data does Aalto University process?

The personal data being processed by Aalto can be categorized in the following manner:

- Name
- Necessary contact information, here e-mail address and phone number
- Community represented
- Dietary information
- Participation in program
- Would you like more information about Aalto University's wellbeing services.

The data has been collected from the following sources:

- with a registration form or another electronic method,
 - personally,
 - in connection with the event

5. Sharing of personal data

Aalto shares personal data only to the extent necessary for the purposes personal data is processed:

I) Service providers

Aalto uses service providers, such as Tapahtumantekijät PN OY(<https://www.tapahtumantekijat.fi/>) for processing purposes as specified in this Privacy Notice. The register is kept by Aalto University. The personal data processor is Tapahtumantekijät PN OY, with whom a written data processing agreement defined in the Data Protection Regulation has been made.

As a rule, an online service is used for event registration. Your registration information can only be accessed by certain members of the college's staff or the college's partners participating in the organization of the event.

We do not pass on dietary information and other similar information in a form that can be linked to a person.

We use personally received information related to special needs only for the purpose in question and we take special care in processing it.

We can hand over the materials of the event to the participants and for the teaching, research and marketing purposes of the university, as well as for event communication. Recordings and streaming can be transmitted outside the EU/EEA area.

The privacy policies of these providers apply in addition to this Privacy Notice. You should familiarise yourself with the terms and privacy policies provided by platforms.

4. Transferring your data to third countries

The university's policy is to take special care when transferring your data to countries outside of the European Union and the European Economic Area, particularly where those countries do not provide data protection regulation according to the standards set by the GDPR. These transfers of personal data are conducted according to the GDPR utilizing for instance standard contractual clauses or other appropriate safeguards.

5. How does Aalto University protect personal data?

Information security is important to Aalto. Aalto University utilizes appropriate technical, organizational and administrative safety precautions to protect personal data against disappearance, misuse, unlawful use, transferral, change or destruction.

6. How long is your personal data retained?

Your personal data is retained as long as is necessary for the purpose it is being processed to fulfill, or as long as the law and other legislation requires. Data is retained until December 31st, 2023.

We will keep your data collected or processed based on your consent for the time being or when the information expires or you withdraw your consent.

7. Updates to this privacy policy

As Aalto University's operations develop, the privacy notice may be updated. The latest version can be found at <https://www.aalto.fi/en/events/green-minds-healthy-hearts-social-sustainability-symposium>.

8. Your rights

You have rights related to the processing of your personal data by Aalto. The extent of your rights is tied to the legal basis for processing your data and applicable legislation.

a) The right to access data

You have the right to access personal data related to you that is being processed by Aalto.

b) The right to rectification

You have the right to rectify erroneous or incomplete data.

c) The right to be forgotten

You have the right to request the removal of your personal data in the following situations:

- You revoke your consent to process your personal data and there is no other legal basis for processing
- You resist the use of your personal data in direct marketing

Aalto University will, in many cases, be required to retain your personal data to comply with legal and other obligations.

d) The right to restrict processing

If you dispute the correctness of the data we have collected or the legality of our processing, or if you have restricted the processing of the data in accordance with your rights, you may ask us to restrict the processing of your personal data to storage only. In these cases, the processing of your personal data will be restricted to storage until the correctness of the data can be verified or we have ascertained whether our legitimate interests supercede your right to to restrict our processing activity. If you do not have the right to request the removal of your personal data from our registers, you may instead request the restriction of data processing to storage only.

e) The right to object to data processing when processing is based on legitimate interests

You always have the right to object to the use of your data in direct marketing.

f) The right to data portability

You have the right to receive your personal data in a machine-readable format. This right concerns personal data that has been processed only in an automated manner based on consent or contractual bases.

If you wish to use the rights listed above, your request to do so will be judged on an individual basis. Please note that we may retain and process your personal data if it is required to fulfill our legal obligations, to solve disputes or to fulfill contractual obligations.

9. How do you use your rights?

The controller is Aalto University. In the above description we aim to give a clear view on our data processing activities. If you have questions regarding the processing of your personal data, we have not succeeded in our aim. In these cases, please contact us:

Requests under the GDPR concerning the processing of personal data can be submitted through our personal data portal: Aalto university personal data portal (<https://datarequest.aalto.fi/en-US/>)

Please note, that regular service addresses for different services will still be used primarily for contact information changes and other routine changes.

The contact person regarding this service unit is Project manager Merita Petäjä.

Phone: 09 47001

Email: [merita.petaja\(at\)aalto.fi](mailto:merita.petaja@aalto.fi)

The data subject may also contact the data protection officer of Aalto University if they have questions or demands relating to the processing of personal data:

DPO: Anni Tuomela

Phone: 09 47001

Email: [dpo\(at\)aalto.fi](mailto:dpo@aalto.fi)

If you believe your data has been processed in breach of applicable data protection legislation, you have the right to lodge a complaint with the supervisory authority, the Data Protection Ombudsman (read more: www.tietosuoja.fi).