



**1. Controller of the study**

Vaasan yliopisto  
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Puhelin: 029 449 8000  
Sähköposti tietosuoja@uwasa.fi

**2. Parties and their responsibilities in research collaboration**

FT Johanna Hautala (johanna.hautala@uwasa.fi)

**3. Director or team responsible for the study**

FT Johanna Hautala (johanna.hautala@uwasa.fi)

**4. Contact details of the Data Protection Officer**

Sami Kinnunen  
Email: tietosuojavastaava@uwasa.fi  
Telephone: 0443248761

**5. Persons processing personal data in the study**

SMAK  
SMAK\_WAS/AI

**6. Contact person in matters concerning the research data file**

FT Johanna Hautala (johanna.hautala@uwasa.fi)

**7. Name and nature of the research data file, duration of the study**

Name of the study:

One-time research

Monitoring study/longitudinal study



Duration of the study (duration of the processing of personal data): Research Project “Second Machine Age Knowledge Co-Creation in Space and Time” (SMAK) 2018-2023.

## **8. Purpose of the processing of personal data**

The purpose of processing of personal data is to conduct academic research in the project ‘Second Machine Age Knowledge Co-Creation Processes’ that is funded by the Academy of Finland 2018–2023 (project number 319872).

We collect empirical materials for research (surveys, notes from observed situations) and in this context we may collect or make notes that include personal data like age, gender and email. Personal data is collected from individuals who answer the surveys or are present in observed situations. Collected data varies between surveys and observed situations. Data is used in analysis and reporting of the results, and handled in a way that individuals are not recognized.

WAS/AI: in relation to SMAK project we organize WAS/AI meetings that aim at (i) creating a network of actors in the Vaasa region who are interested, apply or develop AI, and (ii) sharing AI-related knowledge and experiences, and enables collaboration in the network. Participants of WAS/AI meetings can leave their contact details for the organizers. These contact details are saved for later contacting regarding collaboration.

## **9. Lawful basis of processing**

The processing of personal data is based on Article 6 or Article 9 of the EU General Data Protection Regulation.

EU General Data Protection Regulation, Article 6(1) (choose one basis for each purpose of processing): Scientific or historical research or statistics

## **10. Personal data included in the research data**

The data we collect varies between surveys and observed events. We use collected data in the analysis and reporting of results. Data may include, for example, age and gender or other background information that is relevant for the research and data analysis.

Anonymized data is saved according to good scientific practices (e.g., repeatability, validity, and peer-review) for the university’s server. Data will be deleted 10 years after the end of the project.

WAS/AI: contact details of the participants will be saved to the university’s server. Contact details will be deleted two years after the project has ended.

## **11. Sources of personal data**

Surveys: respondents will give the data by answering the survey questions. Observation: researcher will participate the observed events openly as a researcher and write notes. Possible emails will be collected from the participants themselves.



WAS/AI: participants will give their contact details by themselves (optional).

## **12. Transfer or disclosure of personal data to third parties**

Surveys: surveys will be collected via an on-line survey tool Webropol Oy. (Webropol is in a common use in the University of Vaasa).

SMAK project conducts international research collaboration with other researchers in the topic. PI and researchers of the project are responsible on using and saving of the collected data. SMAK data descriptions (that do not include personal data) will be added in ETSIN open database (<http://openscience.fi/etsin>). This enables that researchers who work with similar topics, can contact the PI and discuss of research collaboration. Research data is also described in the University of Turku research database because SMAK project located in the University of Turku 2018-2021.

WAS/AI: data is not given outside SMAK research group.

## **13. Transfer or disclosure of personal data to countries outside the EU or European Economic Area**

SMAK project conducts international research collaboration with other researchers in the topic. PI and researchers of the project are responsible on using and saving of the collected data. Personal data will not be transferred outside EU or ETA.

WAS/AI: applies the above described procedures.

## **14. Automated decisions**

No automated decisions are made.

## **15. Safeguards to protect the personal data**

Research data is saved to the intranet-file of the University of Vaasa and is protected by the University of Vaasa with its best practices, principles, and legal rules. Research data is protected with user identifications, passwords, and user rights. Personal data is accessed only by SMAK researchers who need these data for conducting their work tasks. One needs protected internet access, user right and password to access data. Agreement on data protection regulation according to the EU's general data protection regulation has been done with the survey tool provider (Webropol Oy).

WAS/AI: applies the above described procedures.

Personal data processed in IT systems:

Username  Password  Logging  Access control

other, please specify:



Processing of direct identifiers:

- Direct identifiers will be removed in the analysis phase
- The material to be analysed includes direct identifiers. Reason: (reason for the retention of direct identifiers)

## 16. Processing of personal data after the completion of the study

- The research material will be deleted

## 17. Rights of the data subject and their restrictions

Data subjects have the right to withdraw their consent provided that the processing of the personal data is based on consent.

Data subjects have the right to lodge a complaint with the Data Protection Ombudsman's Office if they think their personal data has been processed in violation of applicable data protection laws.

Derogation from the rights of the data subject under the EU General Data Protection Regulation in scientific research is possible subject to the following safeguards:

1. The processing of personal data is based on a research plan.
2. A person or team responsible for the study has been appointed.
3. The personal data will only be used and disclosed for purposes of historical or scientific research or other compatible purposes. Data relating to any specific individual will not be disclosed to third parties.
4. If the study includes processing of personal data referred to in Article 9(1) (special categories of personal data) and Article 10 (personal data related to criminal convictions and offences) of the Data Protection Regulation, in addition to complying with sections 1–3 above, a data protection impact assessment under Article 35 of the Data Protection Regulation must be made and submitted to the Data Protection Ombudsman's Office 30 days before the start of the study.

This study will derogate from the following rights of the data subject under the EU General Data Protection Regulation:

- Right of access (Article 15).
- Right to rectification (Article 16).
- Right to erasure (Article 17). The right to erasure shall not apply to scientific or historical research where it is likely to prevent or impede the processing.
- Right to restriction of processing (Article 18).
- Right to object (Article 21).

The contact person for matters concerning the rights of data subjects is the Data Protection Officer, whose contact information is provided in section 4 of this notice.