

DATA PROTECTION NOTIFICATION

LUT DS Science 2025 Conference Participants

**EU's General Data Protection Regulation
(2016/679), Articles 13 and 14**

Date: 7 February 2025

1. Data controller:

LUT University
Business ID: 0245904-2
Address: Yliopistonkatu 34, 53850 Lappeenranta, Finland
Phone: +358 294 462 111
E-mail: info@lut.fi

2. Data controller's representative and contacts

Name: Netta Tiippana, Coordinator
Address: LUT University, Yliopistonkatu 34, 53850 Lappeenranta, Finland
Phone: +358 50 431 7333
E-mail: doctoral.school.conference@lut.fi

3. Data protection officer

Name: Ilona Saarenpää, Legal Counsel
Address: LUT University, Yliopistonkatu 34, 53850 Lappeenranta, Finland
Phone: +358 50 430 1072
E-mail: dataprotection@lut.fi

4. Purpose of data processing

We collect personal data to facilitate communication and organization for the event, LUT Doctoral school Science Conference 2025. This includes using personal data for sending invitations, reminders, and other event-related communications. Additionally, to accommodate meal preferences, we ask participants for dietary information.

5. Legal basis of data processing

The processing of personal data is based on consent. The processing of special categories of personal data is based on explicit consent of the data subject (article 9.2 a) of the general data protection regulation).

6. Content of data filing system and storage period

The personal data is stored for as long as necessary to enable the data subject's registration for an event and the organisation of the event. The data will be erased when the required storage period has elapsed. The file may contain e.g. the first and last name of participants who have registered for an event, their possible contact details and data given by the data subjects for the purposes of the event like professional position and organizational affiliation and dietary restrictions.

7. Information systems employed

Registration to the event takes place through the Eventos online service operated by Prospectum Ltd, FI23531293.

8. Data sources

Data is provided by the data subjects.

9. Use of cookies

Browser-based data filing systems employ cookies to process personal data. A cookie is a small text file that the browser saves on the user's device. Cookies are used to implement services, facilitate login, and enable the compilation of statistics on services. Users may prevent the use of cookies in their browser programmes, but this may prevent the system from operating correctly. Cookies are used in data processing in browser-based systems such as the Eventos service registration page. Cookies on the registration page of the Eventos service are necessary for the cookies related to the operation of the page.

10. Data transfer and disclosure

Data collection is outsourced to Factor Nova Oy (FI19120045), which manages the collection and storage of the data. The personal data will therefore be transferred to Factor Nova Oy and possible sub-processors used by Factor Nova Oy in the processing of personal data.

11. Data transfer and disclosure beyond the EU or EEA

Data will not be transferred beyond the EU or EEA.

12. Safeguards for data processing

The data is technically safeguarded. Physical access to the data is prevented with access control and other security measures. Access to the data requires sufficient access rights and multiple identification stages. For example, firewalls and technical safeguards prevent unauthorised access. Only the data controller and specifically assigned technical experts have access to the data. Only authorised persons have the right to process and maintain the data in the data file. The data processors are bound by secrecy obligations. Secure backups of the data are created and can be retrieved as needed. The level of information security is audited regularly by an external or internal auditor.

13. Automated decision-making

No automated decision-making is taking place in the conference.

14. Rights of the data subject

Data subjects have the right to withdraw their consent if the data processing is based on consent.

Data subjects have the right to lodge a complaint with the Data Protection Ombudsman if the subjects consider that the data processing regarding them is in breach of data processing legislation in force.

Data subjects have the following rights under the EU's General Data Protection Regulation:

- a) Right of access to data concerning the data subject (article 15)
- b) Right to rectification of data (article 16)
- c) Right to erasure of data (article 17). The right to erasure shall not apply if the processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes if the right to erasure prevents or significantly hinders the data processing
- d) Right to restriction of processing (article 18)
- e) Right to data portability to another data controller (article 20).
- f) Right to object (article 21).

Data subject's rights under the EU's General Data Protection Regulation do not automatically apply to all data processing.

The liaison in matters related to the data subject's rights is the data protection officer; contact details in section 3.