

Privacy statement and information to the data subject (Articles 13 and 14 of General Data Protection Regulation (2016/679))

1. Name of privacy statement	JUSTUS publication data storage service
2. Controller	Name Savonia University of Applied Sciences Ltd. (Savonia UAS)
	Address PL 6, 70201 Kuopio
	Other contact information (e.g. work telephone, email address) savonia@savonia.fi
3. Contact person in matters concerning the register	Name Telephone Head of information services Mira Juppi 044 785 5080 mira.juppi@savonia.fi
	Administrative Coordinator Mervi Häätinen, tietosuojavastaava@savonia.fi
4. Data protection officer	Administrative Coordinator Mervi Häätinen, tietosuojavastaava@savonia.fi
5. Data subjects	Staff of Savonia University of Applied Sciences
6. Legal basis for data processing	<p>The data processing is necessary for compliance with the statutory obligations of the data controller (EU GDPR 6 art. 1.c)</p> <p>The legal basis for transfer data is the task laid down for the Ministry of Education and Culture to maintain the research database, combined with the right given to research operators in Section 4 to transfer information in accordance with Section 3 to the research database. The basis for data processing is therefore compliance with the legal obligation of the data controller referred to in Article 6(1) c of the Data Protection Regulation. The research operator does not need any other special grounds after deciding to disclose information in accordance with § 3.</p>
7. Purpose of personal data processing	Collection, compilation of statistics and reporting on the publication data of staff at the Savonia UAS.
8. Personal data content and retention periods of the register	<p>The data contains the information on the publications produced by Savonia UAS staff.</p> <p>The following personal data details are entered in the data:</p> <ul style="list-style-type: none"> ▪ Organisation specific personal identifier ▪ First name(s) of the author(s) ▪ Surname(s) of the author(s) ▪ Organisation of the author(s) and profit-unit of the organisation ▪ ORCID identifier of the author(s) (voluntary) <p>The criteria for the data retention period is the decision of the National Archives (September 12, 2017), according to which the National Library is responsible for the permanent preservation of the publications of universities of applied sciences based on the Act on the Deposit and Preservation of Cultural Materials (1433/2007).</p>

<p>9. Regular sources of data</p>	<p>The source of personal information is Savonia's HR-system. Personal information is enriched with the ORCID-identifiers provided by Savonia staff and ordered by Savonia library services.</p> <p>The publication information is obtained from the staff and/or located and supplemented by the library services by utilizing Savonia UAS' own or other publication channels containing the publication information.</p>
<p>10. Regular disclosure of data</p>	<p>The register's personal data is transferred outside the register to the registrar's partners with whom the registrar has a contractual relationship or to other similar entities that have a substantive connection related to the registrar's activities, such as</p> <ul style="list-style-type: none"> • VIRT A publication information service • the Research.fi-portal • OPENAIRE-portal • Vipunen statistics service • publication and parallel publication archive Theseus
<p>11. Transfer of data outside the EU or EEA</p>	<p>Data is not transferred outside the EU or EEA.</p>
<p>12. Principles for protection of the register</p>	<p>A) Manual documentation The data does not contain manually collected material</p> <p>B) Computer-processed data The Recorder of publication data identifies himself or herself to the service with a HAKA or eDuuni login credentials. CSC takes care of the appropriateness, maintenance, protection, information security and data storage of the nationally centralized system. Data processing is limited to the staff of library services and the main users of the system.</p> <p>The criteria for the data retention period is the decision of the National Archives (September 12, 2017), according to which the National Library is responsible for the permanent preservation of the publications of universities of applied sciences based on the Act on the Deposit and Preservation of Cultural Materials (1433/2007).</p>
<p>13. Rights of data subject</p>	<p>Under the EU's GDPR (2016/679) the data subject has the following rights:</p> <p>Right of access to their data The data subject has the right to receive from the controller confirmation on whether or not the personal data concerning them is processed. The data subject has the right of access to the data. A fee may be charged for the right of control. The data subject's request for control may be refused, if the requests are manifestly unfounded or unreasonable and especially if made repeatedly. (Articles 12 and 15)</p> <p>Information entered into the register is accessible for the staff by logging into the Justus service with valid domain names. Accepted publications can also be seen in the open access Research.fi service.</p> <p>The right to rectification The data subject has the right to demand rectification of inaccurate personal data concerning them. (Article 16)</p> <p>Requests to correct errors should be sent to the registry's contact person, who will acknowledge when the error has been corrected.</p>

	<p>The right to erasure With certain restrictions specified in the General Data Protection Regulation, the data subject has the right to have the controller erase the personal data concerning him or her. (Article 17)</p> <p>The right to restriction of processing With certain exceptions specified in the General Data Protection Regulation the data subject has the right to request the controller to restrict the processing of personal data concerning him or her. (Article 18)</p> <p>The right to data portability The data subject has the right to receive the personal data that he or she has provided to a controller in a machine-readable format, when the processing is based on consent and is automated. (Article 20)</p>
<p>14. Automated decision-making</p>	<p>The data subjects of the register are not subjected to automated decisions</p>