Controller | Academy of Finland  
| Hakaniemenranta 6  
| PO Box 131  
| FI-00531 Helsinki  
| Tel. (switchboard) +358 295 335 000

Controller’s contact person | Anita Westerback  
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| FI-00531 Helsinki  
| tel. +358 295 335 132  
| anita.westerback@aka.fi

Data Protection Officer | Minka Rissanen  
| minka.rissanen@aka.fi  
| tel. +358 295 335 087

Name of filing system | Academy of Finland newsletters

Legal basis and purpose of personal data processing | The Academy of Finland is a central government authority in the Ministry of Education, Science and Culture’s administrative branch, whose statutory duty is to promote scientific research and research framework conditions as well as their utilisation by funding them and by participating in international cooperation, to act as an expert in the development and implementation of science policy, and to carry out other tasks assigned to it (Act on the Academy of Finland 922/2009). Processing of personal data is therefore necessary for the authority to comply with this statutory obligation.

The data are collected for communications purposes: communication about the Academy’s activities and research funding. There is a subscription link in each newsletter and on the Academy’s website.

Description of data subject groups and personal data groups | The data subjects are persons central to and persons interested in the Academy’s activities.

The personal data contained in the filing system are name, organisation, profession/title, email address and telephone number.

Groups of personal data recipients to whom personal data are disclosed. | The data may only be disclosed within the limits imposed by current legislation. Public access to government documents and information is governed by the Act on the Openness of Government Activities (621/1999). Public documents are disclosed upon request, in accordance with section 13 and section 16 of the Act. A public document may also contain confidential information or data whose disclosure is limited (usually personal data). Confidential information will be given access to and disclosed only with the consent of the person concerned, to the person concerned, or by virtue of a legal right.

To maintain the service, the Academy delivers personal data to be processed by an external service provider with due attention to data protection legislation.
<table>
<thead>
<tr>
<th>Transfer of personal data to a third country or an international organisation</th>
<th>Data will not be transferred outside the European Union or the European Economic Area or to international organisations.</th>
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<tr>
<td>Planned deadlines for the deletion of different personal data groups</td>
<td>The personal data will be stored until the person notifies the Academy that they want to unsubscribe or until the person unsubscribes via the link provided (in each newsletter). If the Academy decides to suspend a newsletter or change service providers, all personal data will be deleted as agreed.</td>
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<tr>
<td>Data sources when data have not been obtained from the data subject</td>
<td>The data are collected from publicly available sources (e.g. websites) and on request by individual persons and/or stakeholders of key importance to the Academy’s activities.</td>
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| Data subject rights | **Right of access to personal data**

The data subject has the right to obtain from the controller confirmation of whether personal data relating to them are being processed and, if these personal data are processed, the right of access to personal data. The controller must provide a copy of the personal data processed.

If less than one year has elapsed since the right of access of the data subject was used, the controller will charge a fee based on the administrative costs of providing the data.

**Right to rectification of data**

The data subject has the right to demand that the controller rectify, without undue delay, any inaccurate and incorrect personal data of the data subject. The request should be submitted to the controller’s contact person.

**Right to restrict processing**

The data subject has the right to obtain a restriction of processing from the controller, for example, in situations where the data subject contests the accuracy of the personal data or the personal data has been processed unlawfully. Restriction of personal data processing means that the data may, with the exception of storage, only be processed with the data subject’s consent, for the protection of the rights of a natural or legal person, or for reasons of important public interest of the Union or of a Member State.

**Right to appeal to a supervisory authority**

Every data subject has the right to file a complaint with the supervisory authority, in particular in the Member State in which they have their usual residence or workplace or where the alleged infringement has occurred if the data subject deems the processing of personal data relating to them to infringe data protection legislation. This right is without prejudice to other administrative appeal or legal remedies.

In Finland, the national supervisory authority is the Data Protection Ombudsman, tel. +358 295 616 670 or email tietosuoja@om.fi.