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Data protection officer	Reetta Auno, as of 28 August 2023 Laura Kuitunen tietosuoja(at)aka.fi tel. +358 295 335 000 (switchboard)
Name of register	Lyyti event management system
Legal basis and purpose of personal data processing	<p>The Research Council 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).</p> <p>Personal data are processed in the Lyyti event management system for event management and communication purposes (to communicate the Research Council's activities and research funding). The processing of personal data is necessary in this respect for the performance of a task carried out in the public interest (EU General Data Protection Regulation Article 6(1)(e)). The processing may also be based on consent.</p> <p>The data may be used for future event invitations, but they will be anonymised two years after the end of the concerned event.</p>
Data subjects and categories of personal data	<p>The data subjects are the persons who have registered for an event organised by the controller.</p> <p>The register may contain information relevant to the controller's event, such as name, organisation, occupation/job title, email and telephone number. When registering for events, information on special dietary requirements may also be processed for catering purposes.</p> <p>The data subject's data may also be linked to a specific client group (distribution list). The personal data contained in the stakeholder register concern clients central to the Research Council's activities (e.g. decision-makers and representatives of governmental and corporate bodies, cooperation groups of the scientific community, decision-makers and cooperation groups of universities and research institutes, Academy Professors, Academy Research Fellows, Postdoctoral Researchers, researchers and contact persons of Finnish Flagships, Centres of Excellence, Academy Programmes and Academy Projects, as well as applicants for funding), staff of</p>

	<p>the Administration Office, members of the Research Council's decision-making bodies, and liaison officers of the Research Council's international cooperation bodies and organisations.</p>
<p>Categories of recipients of the personal data</p>	<p>The data are disclosed only according to the duties and permissions granted in Finnish legislation. The right of public access is regulated under the Finnish Act on the Openness of Government Activities (621/1999). Public documents are disclosed according to sections 13 and 16 of the Act. An official document may be secret if it has been so provided. Secret official documents are disclosed only on the grounds of consent of the data subject, to a party, or due to a legal right.</p> <p>To maintain the service, the Research Council may deliver personal data to be processed by an external service provider with due attention to data protection legislation. Dietary information or information on special needs is primarily disclosed to the event service provider in such a way that this information cannot be linked to the data subject. The Research Council also organises joint events with other science administration authorities. The lists of invitees for such events are compiled following a joint agreement.</p>
<p>Transferring personal data to a third country or an international organisation</p>	<p>Data will not be transferred outside the European Union or the European Economic Area or to international organisations.</p>
<p>Period for which the personal data will be stored</p>	<p>Personal data will be kept for as long as necessary to enable the registration and the related event to take place. The data will also be kept for two years after registration. The data will be anonymised once the storage period specified above has expired. The data contained in the stakeholder register will be regularly updated.</p> <p>Event-specific special diets are automatically anonymised three days after the end of the event. Event-specific personal data (first name, surname, email, phone, title, organisation) will be anonymised two years after the end of the event.</p> <p>Other information may also be collected when registering for events and can be anonymised on an event-by-event basis. For example, participants should not provide any health information when registering.</p> <p>The archiving plan of the Research Council of Finland contains more detailed provisions on archiving. The Finnish Archive Act (831/1994) regulates the archiving duties of authorities.</p>
<p>From which source the personal data originate if not obtained from the data subject</p>	<p>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 Research Council's activities.</p>
<p>Rights of data subjects</p>	<p>If you have any requests concerning the rights of the data subject, please contact us at kirjaamo@aka.fi.</p> <p><u><i>Right of access to personal data</i></u></p> <p>The data subject has the right to obtain from the controller confirmation as to whether personal data concerning them are being processed, and, where that</p>

is the case, to obtain access to the personal data. On request, the controller shall provide a copy of the personal data undergoing processing. The request should be addressed to the contact person of the controller.

Provided that the data subject requests the above copy more frequently than once a year, the controller will charge a reasonable fee based on administrative costs.

Right to rectification

The data subject has the right to obtain from the controller without undue delay the rectification of inaccurate and incorrect personal data concerning them. The request should be addressed to the controller's contact person.

Right to restrict processing

The data subject has the right to obtain from the controller a restriction of processing, for example when the data subject contests the accuracy of the personal data, for a period enabling the controller to verify the accuracy of the personal data. Where processing has been restricted, such personal data shall, with the exception of storage, only be processed with the data subject's consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest of the European Union or of an EU member state.

Right to erasure

The data subject has the right to ask the controller to erase personal data concerning them without undue delay. The controller is obliged to erase the personal data, for example if the data are no longer necessary for the purposes for which they were collected or otherwise processed, or if the data subject withdraws the consent on which the processing was based and there is no other lawful basis for the processing.

Right to lodge complaint with supervisory authority

Without prejudice to any other administrative or judicial remedy, every data subject has the right to lodge a complaint with a supervisory authority, in particular in the member state of their habitual residence, place of work or place of the alleged infringement, if the data subject considers that the processing of their personal data infringes the General Data Protection Regulation. This right is without prejudice to other administrative appeal or legal remedies.

In Finland, the national supervisory authority is the Data Protection Ombudsman, tel. +358 295 666 700 or tietosuoja@om.fi.