

Privacy notice: Quality Apprenticeships for evolving labour needs (QUEEN)

This is a privacy notice, which is based on articles 13 and 14 of the EU's General Data Protection Regulation.

Data Controller

Turku University of Applied Sciences Ltd

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kirjaamo@turkuamk.fi

Person in charge and contact persons

Jenni Suominen, Senior Advisor, email: jenni.suominen@turkuamk.fi

Contact information of the Data Protection Officer

Harri Kilpiö, Data Protection Officer (Turku UAS),

Telephone: +358 50 598 5830

Please contact in all data protection related matters: tietosuoja@turkuamk.fi

The messages sent to this address are processed by the Data Protection Officer (DPO) and a data protection specialist working with them and as their substitute.

Purpose of processing the personal data

Personal data is collected and processed for the implementation and communication of events organized in the Southwest Finland region as part of the Quality Apprenticeships for evolving labour needs (QUEEN) project (10.12.2024–31.7.2029), and for creating a stakeholder list. Turku UAS is a



project partner among eight other partners, coordinated by the Agency for the Development of the Empolese Valdelsa.

The stakeholder list is used to promote and maintain the project and its activities during implementation. Data is also collected for photography purposes: photos may be taken at regional events and visits, and participants can consent or decline photography via the registration form. With consent, photos may be used in project marketing on social media and the project website (both official Interreg Europe website and Turku UAS project website).

Personal data is also processed for conducting a regional situation analysis through expert interviews.

Legal basis for processing personal data

The legal basis for processing personal data is the data subject's consent.

In some cases, the legal basis is compliance with the data controller's legal obligations.



Processed categories and storage times of personal data

1. During project implementation (10.12.2024–31.7.2029):
 - Name, contact details, organization name
 - Special dietary requirements or allergies (if provided during event registration)
 - Photos (if consent is given)
 - Data is retained for the duration of the project.
2. Stakeholder list (for communication and marketing):
 - Name, contact details, organization-related information
 - Retained indefinitely unless deletion is requested by the data subject.
3. Regional situation analysis:
 - Organization name, respondent's name, interview content
 - Data supports the development of a regional development plan and may be used by other partners.
 - Retained for the duration of the project and as required by the funder.

Data processed under legal obligation is retained according to the funder's requirements.

Regular information sources

Primarily obtained from the data subjects themselves.

Also from organizational websites and other public sources.

Receivers or receiver groups of personal data

Turku UAS staff for project-related tasks. May be disclosed to the funder for monitoring project progress and compliance. May be disclosed to auditors for verifying project documentation and financial management



Essential information regarding transfer of data to third countries (outside the EU or EEA countries)

The data is not transferred to third countries.

Principles of data protection

The data is accessed only by people whose tasks require access to the data.

Access to the service is limited with user IDs and user rights.

Data subjects' rights

According to the General Data Protection Regulation, the data subject has the right:

- to receive information on the processing of their personal data, unless otherwise regulated by the law
- to request for access to their personal data and rectification regarding incorrect or insufficient information
- to erase their data (not applied, if the basis for processing is compliance with a legal obligation or performance of a task carried out in the public interest)
- to restrict the processing of their data
- to object to the processing of their data, if the basis for processing is general or legitimate interest
- to request the transfer of data they have submitted themselves from one controller to another, if the basis for processing is consent or agreement
- withdraw the consent they have given
- notification obligation of the controller on the rectification/erasure/restricting of processing of personal data
- not to be subject to automated decision-making (the data subject may allow automated decision-making by their consent)

Data subjects may exercise their rights by contacting the contact person mentioned in the privacy notice or the Data Protection Officer. More

information on data subjects' rights is provided by the contact person and/or Data Protection Officer.

If processing the data does not require identifying the data subject without additional information or the controller cannot recognize the data subject, the right to inspection, rectification, data erasure, restriction of processing, obligation to report and transmittal is not applied.

You have the right to file a complaint with the Data Protection Ombudsman's office, if you consider that valid data protection legislation has been breached in processing your personal data. The contact details of the DPO can be found in the beginning of the privacy notice. All requests are processed on a case-by-case basis.
