

**PRIVACY NOTICE****Waste4Soil****EU's General Data Protection Regulation (2016/679),****Articles 13 and 14****Date: 01/09/2023****Updated: 03/04/2024*****Why is the personal data collected? / Purpose of personal data processing***

Waste4Soil project aims at developing applicable recycling technical pathways to transform FPR into soil improvers, through a circular, systemic and multi actor approach at regional level involving all food chain actors, thereby closing specific loops (nutrients, organic matter, water). The project time is 1.6.2023-31.5.2027 and it involves 28 partners from 9 European countries and Switzerland and has been funded to the tune of €7 million. Waste4Soil envisions the development of 10 technological and methodological solutions for recycling food processing residues from the food industry into local, biobased circular soil improvers for improved soil health.

A user-driven standardized Evaluation Framework will support stakeholders from the food value chain, including waste managers, to assess their status towards food processing residues circularity and act for recycling suitable waste streams into beneficial soil improvers. To ensure collaborative research and innovation, Waste4Soil will setup 7 Soil Health Living Labs across Europe, in Greece, Finland, Spain, Poland, Hungary, Italy and Slovenia, to study the valorisation of 8 types of food processing residues (i.e., meat, fish, dairy, cereals, olive oil, beverages (wine), fruits and vegetables, and processed food).

The data is used for communication regarding the project.

***What data are we collecting? / Contents of data file***

We collect and store the following information from people when registering or participating in the project's events: name, organization, job title, phone number and email. About taking photos at the project's events or video recording will be announced upon arrival at the event. Photos and video material, of which the person is identifiable, for collection, storage, and publication in connection with the operation of the project, consent is requested separately from the person.

Circular economy and nutrient recycling activities of participating organizations and individuals will be investigated through questionnaires and interviews, as well as workshop documentation. For this research purpose, the survey responses and interview responses of the participants of the procedures are recorded.

***Why are we collecting data? / Legal basis of personal data processing***

We collect data from the data subjects themselves as well as contact information from general information sources such as public websites.

## **Data transfer and disclosure**

During the operation of the project, personal data is transferred to the following third parties for handlers:

- possibly the event management service Lyyti is used, through which it is managed registrations for events and workshops. LAB and the service provider have entered into an agreement on the practices for the processing of personal data.
- registration information of the participants in the procedures, as well as feedback and other surveys the Webropol service is used for collection.
- personal data (name and contact information) are updated and stored in OneDrive for Business and in the Microsoft Teams service

## **Where will data be transferred? / Data transfer and disclosure beyond the EU or EEA**

The data will not be transferred beyond the EU or EEA.

## **How is the data protected? / Security of the collected data**

The digital materials are stored by LAB university of applied sciences and with secure servers and in services found to be secure (Microsoft Teams and OneDrive). Access to information is only available to the project staff during the project.

The research material generated in the project is available anonymously for research, teaching and for development purposes, based on the permission given by the participants.

From the research material personal data is removed during the analysis phase and the anonymized material is archived to the secure servers of the project implementers.

## **For how long is the data stored? / Data storage**

The personal data of those participating in the project's measures will be stored for communication and for communication purposes during the project period 1.6.2023-31.5.2027 (or until the project officially ends after a possible extension).

Project monitoring material such as participant lists and personal information forms stored and archived in accordance with the financier's instructions for at least five years from the due date of the last installment of the project.

The research material collected in the project, which is anonymized, will be stored until the manuscripts reporting the research results have been published.

## **What type of decision-making takes place? / Automated decision-making**

No automated decision-making takes place in the data processing.

## **Your rights / 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).
- 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 filing system**

Register of Waste4Soil project, project duration 1.6.2023-31.5.2027.

## **Data controller**

LAB University of Applied Sciences  
Business ID: 2630644-6  
Address: Mukkulankatu 19,15210 Lahti  
Phone +358 3 828 18  
[helpdesk@lut.fi](mailto:helpdesk@lut.fi)

## **Contact person**

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## **Parties and division of duties in a collaborative project**

Waste4Soil - Improving food systems sustainability and soil health with food processing residues project is coordinated by The Centre for Research & Technology (CERTH), Greece. LAB is one of the partners. The project has received funding from the European Union's Horizon Europe Research and Innovation programme under Grant Agreement n° 101112708.

## **Director in charge of the project**

Tarja Kovalev, LAB University of Applied Sciences  
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## **Researchers**

The persons who have the right to process information in the data filing are project staff members: RDI-manager, project manager, researchers, laboratory staff and RDI specialists working in the project.

## **LAB's data protection officer**

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