

DATA PROTECTION NOTIFICATION

**Business Finland Co-Innovation project 'BioCarbon Value' (7596/31/2022)
EU's General Data Protection Regulation (2016/679),**

Articles 13 and 14

Date: 24/9/2024

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1. Data controller

LAB University of Applied Sciences
Business ID: 0245904-2

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Lappeenranta Campus
Yliopistonkatu 36, FI-53850 Lappeenranta
Tel. +358 29 446 5000

2. Data controller's representative and contacts

Data controller's representative:

Name: Rector Turo Kilpeläinen

Address: LAB University of Applied Sciences, Mukkulankatu 19, FI-15210 Lahti

Phone: +358 44 708 5085

Email: turo.kilpelainen (at) lab.fi

Data controller's contact:

Name: RDI Specialist Eliisa Punttila

Phone: +358 44 708 5172

E-mail: eliisa.punttila (at) lab.fi

3. Data protection officer

Name: Anne Himanka, Legal Counsel

Address: LUT University, Yliopistonkatu 34, FI-53850 Lappeenranta, Finland

Phone: +358 50 564 4623

Email: Dataprotection (at) lab.fi

4. Purpose of data processing

The BioCarbon Value project is a joint research project of Finnish Technology research Institute VTT (lead partner) and LAB University of Applied Sciences (project partner) aiming to

develop alternative carbon materials to replace fossil-based carbon in high-value applications such as energy storage systems, biocomposites, and purification processes.

The BioCarbon Value project is funded by the Business Finland Co-Innovation partnership funding and it is part of the ExpandFibre Ecosystem led by Fortum and Metsä Group. Co-founders of the project include Fortum, Sumitomo SHI FW, Neova, Premix, PUHI, Carbofex, Carbo Culture, Fifth Innovation, and the City of Heinola. The total budget for the project is 1.2M€, and the project is implemented in 1.1.2023–31.12.2024.

Personal data is used only in organising events as part of the BioCarbon Value project.

5. Legal basis of data processing

Processing of the data is based on subject's consent.

6. Content of data filing system and storage period

The following data on you can be collected: your name, organisation, position at the organisation/profession, phone number, e-mail address and special dietary requirements. The personal data will be stored securely in compliance with the General Data Protection Regulation (GDPR) by LAB University of Applied Sciences until the project is officially closed in 2024.

7. Information systems employed

Data can be collected by electronic forms service Lyyti.

8. Data sources

Personal data is collected from the data subjects themselves.

9. Use of cookies

No cookies are used in the processing of personal data.

10. Data transfer and disclosure

Only admins of Lyyti service in LUT and BioCarbonvalue project personnel in LAB and VTT have access to the data. Data is not transferred for project external use except the collection and storage of data by the Lyyti service.

11. Data transfer and disclosure beyond the EU or EEA

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

12. Safeguards for data processing

The university's information security rules and guidelines apply to the management of information systems that process personal data. The information systems and their user interfaces are technically protected e.g. with a firewall, encryptions and data backups. The data may be accessed only by those with a username for the system. Usernames are personal, and user rights to information systems are limited through user group definitions: each user may only access data that they need for their professional duties for the duration of their

employment relationship. Printed documents are stored and safeguarded from external access.

13. Automated decision-making

Automated decision-making is not involved in data processing.

14. 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). The right to erasure shall not apply if the processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes if the right to erasure prevents or significantly hinders the data processing
- 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 subject's rights under the EU's General Data Protection Regulation do not automatically apply to all data processing.

The liaison in matters related to the data subject's rights is the data protection officer; contact details in section 3.