



PRIVACY NOTICE

You are participating in scientific research. This privacy notice informs you about the processing of your personal data as part of the research. You have a legal right to receive this information under the European Union and Finnish legislation.

1. **Data Controller(s) in a study INTRACOMP - Intercultural and Transcultural Competence through Collaborative Cultural Expression**

The Data Controller is responsible for the lawful processing of personal data in this research.

The **Joint Data Controllers** of this research are:

University of Jyväskylä, Seminaarinkatu 15, P.O. Box 35, 40014 University of Jyväskylä (JYU). Business ID 0245894-7. Data Protection Officer: tietosuoja@jyu.fi, +358 40 805 3297.

NORD UNIVERSITET (Nord), Universitetsalleen 11, 8026, Bodø, Norway, Data Protection Officer personvernombud@nord.no +47 74 02 27 50 (the Coordinator of the INTRACOMP project)

EUROPEES NETWERK CULTURELE CENTRA IVZW (ENCC), Cellebroersstraat 16 B, 1000 BRUSSELS, Belgium, ingrid.danckaerts@encc.eu

THE UNIVERSITY OF AUCKLAND (UoA), 22 PRINCES STREET, 1010, AUCKLAND, New Zealand, Data Privacy Office privacy@auckland.ac.nz

STIFTUNG UNIVERSITÄT HILDESHEIM (UHil), UNIVERSITÄTSPLATZ 1, 31141, HILDESHEIM, Germany, Data Protection Officer datenschutz@uni-hildesheim.de +49 5121 883

UNIVERSITÀ DEGLI STUDI DI VERONA (UNIVR)
VIA DELL ARTIGLIERE 8, 37129, VERONA, Italy, privacy@ateneo.univr.it.

In Place of War CIO (IPOW), Swiscot House, 5 Pacific Way, Salford, M50 1DL, Greater Manchester, United Kingdom, CEO Ruth Daniel, info@inplaceofwar.net

ASSOCIATION KULTURANOVA UDRUZENJE (KN), PRERADOVICEVA 123 231 PETROVARADIN, 21132, Novi Sad, Serbia, +381641814539, milankn@gmail.com

Divadlo bez domova (DBD), Za sokolovňou 3, 811 04, Bratislavský kraj, Bratislava, Slovakia, + 421 2 52498508, patrikk@mac.com

LATRA EE (LATRA), ANATOLIKIS 14, 45332, MYTILENE, Greece, , +30 6986 47 88 13 , arislatra@gmail.com

A.M.A. SUTTA SCUPA APS/ETS (SuS) Giuseppe Crispi 58, 90145, Sicilia, Palermo, Italy, +393204133764 ferrante.dario@gmail.com

Institute of Papua New Guinea Studies (IPNGS), Angau Drive, 111, Boroko, Papua New Guinea, (675) 3254644, info@ipngs.gov.pg

PRO PROGRESSIONE KULTURALIS NONPROFIT KOZHASZNU KFT (PP), HUNYADI JANOS UT 11, 1011, BUDAPEST, Hungary+36 70 601 0343. E-mail: nemethne.molnar.anna@proprogressione.com

The Joint Data Controllers have jointly defined the purposes and means of the processing of personal data in the data management plan.

Responsible leader or team of the research

Contact person at JYU for any questions related to processing personal data is:
Res. Prof. Terhi Nokkala; Finnish Institute for Educational Research, P.O.Box 35, Alvar Aallon katu 9, 40014 University of Jyväskylä, Jyväskylä, Finland +358-40-8054270, terhi.p.nokkala@jyu.fi

Contact person at Nord for any questions related to processing personal data is:
Prof. Nicholas Rowe, Nord University, Faculty of Education and Arts, Høgskoleveien 27, 7600 Levanger (Norway), nicholas.rowe@nord.no / n.rowe@auckland.ac.nz

Contact person at ENCC for any questions related to processing personal data is:
Ingrid Danckaerts, Capacity Development Officer, Cellebroersstraat 16 B, 1000 Brussels, Belgium, ingrid.danckaerts@encc.eu

Contact person at UoA for any questions related to processing personal data is:
Marcus Mahandog, University of Auckland, Research and Innovation Office, 58 Symonds Street, Auckland, New Zealand. contracts@auckland.ac.nz

Contact person at UHiL for any questions related to processing personal data is:
Prof. Dr. Julius Heinicke (Chairholder) and Dr. Daniel Gad (Managing Director), Universität Hildesheim, Institut für Kulturpolitik, Universitätsplatz 1, 31141 Hildesheim (Germany), +49 5121-883-20100 & -20107, heinicke@uni-hildesheim.de; gad@uni-hildesheim.de.

Contact person at UNIVR for any questions related to processing personal data is:
Prof. Marta Milani, Centre for Intercultural Studies - Department of Human Sciences, University of Verona, Lungadige Porta Vittoria 17, Italy. Tel: +39 0458028147 Mail: marta.milani@univr.it, segreteria.dfppateneo.univr.it and privacy@ateneo.univr.it.

Contact person at IPOW for any questions related to processing personal data is:
[Unit, position, contact information, address, telephone and email]

Contact person at KN for any questions related to processing personal data is:
Milan Vračar, Association Kulturanova, Preradovićeve 123/231, 21132 Novi Sad (Serbia), +381641814539, milankn@gmail.com

Contact person at DBD for any questions related to processing personal data is:
Patrik Krebs, Divadlo bez domova, Za sokolovňou 3, 81104 Bratislava, Slovakia, + 421 2 52498508, patrikk@mac.com

Contact person at LATRA for any questions related to processing personal data is:
Georgios Aris Papadopoulos, Department of Innovation, Managing Director, Loutra, Mytilene 81100, Greece, +30 6986 47 88 13 , arislatra@gmail.com

Contact person at SuS for any questions related to processing personal data is:

Dario Ferrante, EU projects responsible, +393204133764 -Largo Cirene 1 90138 Palermo, Italy -
ferrante.dario@gmail.com

Contact person at IPNGS for any questions related to processing personal data is:

Dr Naomi Faik Simet, Assistant Director – Dance Division, Institute of Papua New Guinea Studies, P.O.BOX
1432 Boroko, National Capital District, Papua New Guinea. (675) 3254644, nfaiksimet.ipngs@gmail.com.

Contact person at PP for any questions related to processing personal data is:

Anna Némethné Molnár, Cultural manager, Head of PP Social. Phone: +36 70 601 0343. E-mail:
nemethne.molnar.anna@proprogressione.com

Team members who process personal data in this research:

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Processor(s) of personal data

Processor of personal data refers to somebody processing personal data on behalf of the Data Controller and according to the Data Controller's instructions. A Data Processing Agreement must be signed with the processor of personal data. In this research, personal data are processed by: Atlas.TI.

During research, the Data Controller can also use other processors of personal data who cannot be named beforehand. Necessary agreements are always signed with the processors and their eligibility for the processing of personal data in terms of information security is assessed before signing the agreement. The data subject will be informed separately about the use of another processor if the change is significant from the data subject's point of view.

To ensure the accuracy of research data, the Data Controller may submit data for processing (primarily without direct identification data) to a so-called research reviewer or verifier for a defined period when necessary. These reviewers or verifiers work under the supervision of research staff, and data processing agreements are signed with them.

2. Other disclosure of personal data during research

Your data will be handled confidentially and without disclosing them to any outsiders.

3. Personal data to be processed in [add the name of the study]

Your personal data will be processed for the research purpose described in the information letter.

In this research, we will collect the following personal data on you **including name, gender, nationality, organisation, title, degree, email address, video records, and interview notes**. Data collection is based on the research plan.

This research does not involve the processing of personal data of special categories.

This privacy notice is published on the website of the study and data subjects have received an electronic questionnaire including a direct link to this information.

4. The lawful basis for processing personal data in scientific research

☒ Scientific research serving a public interest (GDPR, Article 6.1e, special personal data categories 9.2j)

5. Transfer of personal data outside the EU/EEA area

In this research, your personal data will not be transferred outside the EU/EEA area.

6. Protection for personal data

Processing of personal data in this research is based on an appropriate research plan and the study has a designated person in charge. The personal data collected and saved for this research will include only such data that is necessary for the research purpose.

Preventing identification

☒ As a protective measure, any direct identification data are removed upon the compilation of the data set (pseudonymised data allowing restored identification using codes or equivalent information, and also new data connected to the data set).

The personal data processed in this research will be protected using:

☒ user ID ☒ password

For this study, a separate data protection impact assessment has been made.

☒ Yes ☐ No, because the researcher in charge has checked that the impact assessment is not compulsory.

The researchers have completed data protection and information security training

☒ Yes

Agreements with research assistants and/or processors of personal data /Joint Data Controllers

☒ Yes

7. PROCESSING OF PERSONAL DATA AFTER THE RESEARCH HAS ENDED

☒ The research register will be anonymised after the study has ended, approximately by July 2028. This means that all identification data are fully removed so that there will be no return to the identifiable personal data, nor any new data can be connected to this data set or

8. Rights of the data subject

Cancellation of consent (GDPR, Article 7)

You have the right to cancel your consent if the processing of personal data is based on consent. Such a cancellation has no impact on the lawfulness of consent-based processing conducted before the cancellation of consent.

Right to access your personal data (GDPR, Article 15)

You have the right to get to know whether and which personal data of yours are processed. If you wish, you can also request a copy of your personal data to be processed.

Right to rectification (GDPR, Article 16)

If there are any inaccuracies or errors in your personal data to be processed, you are entitled to request that these be rectified or supplemented.

Right to erasure (GDPR, Article 17)

You have the right to demand in some cases that your personal data be erased. However, the right of erasure is not applicable if the erasure would prevent or greatly hinder reaching the goal of processing in scientific research.

Right to restriction of processing (GDPR, Article 18)

You have the right to restrict the processing of your personal data in some cases, like when you challenge the correctness of your personal data.

Right to data portability (GDPR, Article 20)

You have the right to receive your submitted personal data in an organised, generally used, and machine-readable format, and also the right to transfer the data to another Data Controller if possible and processing takes place automatically.

Deviating from the rights

In some individual cases, it is possible to deviate from the described rights on the grounds stipulated in the GDPR and the Data Protection Act insofar as the rights would prevent or greatly hinder reaching the goals of scientific or historical research or statistical purposes. The need for deviating from the rights is always assessed case-specifically. It is also possible to deviate from the rights if the data subject cannot, or cannot any longer, be identified.

Profiling and automatised decision-making

In this research, your personal data will not be used for any automatic decision-making. In this research, the purpose of the processing of personal data is not to assess your personal qualities, i.e. profiling, but personal data and qualities are considered from the perspective of broader scientific research.

Implementing the data subject rights

If you have any questions about your data subject rights, you can contact the University's Data Protection Officer. All requests concerning the implementation of data subject rights are submitted to the JYU Registry Office. Registry Office and Archives, P.O. Box 35 (C), 40014 University of Jyväskylä, tel. 040 805 3472, email: kirjaamo@jyu.fi. Visiting address: Seminaarinkatu 15, Building C (University Main Building, 1st floor), Room C 140.

Additionally, the Contact person at Nord for any questions related processing personal data is Prof. Nicholas Rowe, Nord University, Faculty of Education and Arts, Høgskoleveien 27, 7600 Levanger (Norway), nicholas.rowe@nord.no / n.rowe@auckland.ac.nz

The organisations listed in Section 1 act as Joint Data Controllers in this research, so that they are jointly responsible for the lawful processing of personal data. Data subjects can make all requests regarding the use of data subject rights in this research to the following contact person: Terhi Nokkala

A data subject can use his or her data subject rights under the GDPR with relation to, and against each Data Controller. In such a case, the recipient will forward the request or demand also to the other Joint Data Controllers.

Reporting an actual or suspected information security breach to JYU
<https://help.jyu.fi/jp>

You have to lodge a complaint with a supervisory authority, especially with a locally relevant one in terms of your permanent place of residence or work if you regard that the processing of personal data violates the EU General Data Protection Regulation (EU) 2016/679. In Finland, the supervisory authority is the Data Protection Ombudsman.

Updated contact information of the Office of Data Protection Ombudsman: <https://tietosuoja.fi/etusivu>