



PRIVACY NOTICE
EU General Data Protection Regulation
Art. 12 to 14

Date: 30.1.2022

1. Name of the research

Interpreting in Social Services - Professional expertise in the multilingual landscape of welfare service work in Finland

2. Controller for the processing of personal data

Åbo Akademi University
P.O. Box 311
65101 Vaasa

Contact person for the processing described in this notice:

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Researchers

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3. Contact details for the Data Protection Officers

Åbo Akademi University: dataskydd@abo.fi

4. The purpose for processing personal data and the lawful basis for processing

The purpose of the processing of personal data is scientific research.

5. What personal data is processed and how

The study collects the contact information of the participants necessary for communication purposes. The contact information will be kept separate from the actual data at all stages of the study.

The study collects background information on the participants, such as: country of origin, education, gender, how many years they have resided in Finland, municipality of residence, language skills. Background information will be kept separate from the actual data at all stages of the study.

Participants produce written and/or audio-recorded diary material about their everyday work situations while acting as public service interpreters in social services. In addition, the research produces audio material from collaborative research workshops discussing the preliminary analysis of the diary material.

Audio-recorded diary material is transcribed, and written diary material proofread into text files. These text files are anonymised.

Individual participants or other individuals mentioned in the interviews are not identifiable from research publications.

Participants in the study will be informed of the duration of the study and the measures taken by the researchers to protect their anonymity. Participants may withdraw their consent at any time without separate justification.

Participants have the right at any time to be informed of what personal data is being processed in the project and to request the deletion of their own personal data from the material.

6. Sensitive data

During the study, participants may provide researchers with information relating to specific categories of personal data, i.e. sensitive personal data in accordance with Article 9 of the Data Protection Regulation, such as information on race or ethnicity, political opinions, religious or philosophical beliefs or health information. This information is not systematically collected, processed, analysed or reported in the project. The researchers will employ case-by-case ethical evaluation in the treatment of this information in order to protect the anonymity and integrity of the research participants at all stages of the study.

7. The storage and protection of personal information

The personal information stored and processed electronically is protected in the following ways: username and password. All transferring of the information will be done via encrypted connection.

Material processed manually (e.g. paper or other tangible form) is kept locked.

8. Disclosure of personal data to third parties

The research material that contains personal data (incl. audio recordings) will be processed only by members of the research group or parties that have signed an official contract with them. A data protection and confidentiality agreement is signed by all parties working with the data.

9. Duration of the processing of personal data

The material containing personal data will be retained for a maximum of 24 months after the end of the research project for possible further or follow-up research, after which it will be deleted.

At the end of the research, the anonymised text files are transferred to the Finnish Social Science Data Archive. The Data Archive assesses the archivability of the material, and, if necessary, makes further adjustments in order to make the material suitable for long-term storage and further use.

10. Transfers of personal data to countries outside the EU/European Economic Area

No personal data will be transferred to recipients outside the European Economic Area.

11. Rights of the research participant and their possible limitations

The contact person in matters concerning the rights of the participant is the person mentioned in section 1 of this notice.

Right to withdraw consent

When the processing is based on your consent, you have the right to withdraw your consent any time. The withdrawal of your consent does not affect the lawfulness of processing based on consent before the withdrawal.

Right to access

You have the right to know whether we process your personal data and what data we process about you. You have also the right to request for the access to that data.

Right to rectification

You have the right to request for the rectification of inaccurate personal data concerning you. You also have the right to have incomplete personal data completed.

Right to erasure and right to be forgotten

You have the right to request for the erasure of your data from our systems. The data will be erased in the following cases:

- a) The personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed.
- b) You withdraw your consent on which the processing was based and there is no other legal ground for the processing.
- c) You object for the processing and there are no overriding legitimate grounds for the processing.
- d) The personal data have been unlawfully processed.
- e) The personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject.

Right to restriction of processing

You have the right to request for the restriction of processing. This means that we store the data but do not process it in any other way.

You have this right when:

- a) The accuracy of the personal data is contested by you. Then the processing will be restricted until the accuracy of the data is verified.
- b) The processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead.

- c) We no longer need the data for the purposes of the processing, but you need the data for the establishment, exercise or defense of legal claims.
- d) You have objected to processing that is based on legitimate interest. Then the processing will be restricted for the time it is verified whether the legitimate ground for the controller override those of the data subject.

Right to lodge a complaint with a supervisory authority

You can always contact us if you have any questions or concerns about the processing of your personal data. However, you have also the right to lodge a complaint with the Data Protection Ombudsman's Office if you think your personal data has been processed in violation of applicable data protection laws.

Contact details:

Office of the Data Protection Ombudsman
Visiting address: Ratapihantie 9, 6. krs, 00520 Helsinki
Postal address: PL 800, 00521 Helsinki
Switchboard: 029 56 66700
E-mail: tietosuoja@om.fi