

Privacy notice: TRIC Project activities

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

Data Controller

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Person in charge and contact persons

Contact person:
Meiju Keinänen, Research Group Leader,
Contact person in TRIC at Turku UAS
meiju.keinanen@turkuamk.fi, tel:+358 40 355 0938.

Contact information of the Data Protection Officer

Harri Kilpiö, Data Protection Officer (Turku UAS),
Telephone number: +358 505985830

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

The data is collected in the activities of the Erasmus+ funded project Towards Innovative Communities: Making Uncertainty Productive (TRIC), Project number: 101245803.

We process information in accordance with the requirements of the funder.

The personal data collected during the project will be used for the following purposes:

- **Project Documentation:** To document the development and activities of the TRIC project, including capturing photos, videos, and interviews for project records and progress tracking. A participant list is also collected daily from the TRIC project events to verify the number of participants in the event.
- **Promotion and Dissemination:** To promote the project through various channels, including websites, social media, and other communication platforms. This includes using images, videos, and interviews to share the project's progress with the public and relevant stakeholders.
- **Internal Communication:** To share the collected materials within the project consortium, facilitating updates, training, and collaboration between project partners.
- **Event Logistics and Health/Safety:** To ensure the proper organisation of events, including catering, accommodation, and transportation, based on participants' dietary requirements and allergies. This data will also be used to accommodate any specific health or mobility needs.

Research Activities:

- Understanding lived experiences of uncertainty in transition points.
 - Collecting viewpoints on future scenarios, signals of change, and emerging needs in education and work.
 - Identifying and prioritising skill gaps and support needs.
 - Mapping critical transition points across education, work and life.
 - Developing the TRIC uncertainty competence framework.
 - Providing validated inputs to project activities (training, interventions, communities, digital tools).
 - Data is used only for research, framework development, quality assurance, and reporting. Individual responses are anonymised and not linked to personal data.
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Legal basis for processing personal data

The legal basis is the consent of the data subject.

Processed categories and storage times of personal data

The data collected from project events are name, email address, organisation, job title and country.

The personal data collected in foresight workshops consists of the participant's name, email address, organisation, an indication of whether the participant is TRIC project staff or not, the participant's study level, and the type of transition the participant has experienced or anticipates.

Data collected through interviews and focus groups includes the participant's name and organisation, the participant's role such as student, teacher, trainer, community representative or employer, the participant's study level and programme, and the type of transition the participant has experienced or anticipates, for example a transition from vocational education and training to higher education or from higher education to work.

When relevant, limited sociodemographic information is collected, including age range, self-reported gender and educational level. Research activities further generate qualitative material such as summaries of regional needs analyses, identified challenges, gaps and support needs, focus group notes, notes or recordings of expert interviews when consented, peer to peer learning reflections, cross-evaluation summaries and expert panel feedback, comments, prioritisation inputs and validation notes. Analytical outputs derived from these materials include thematic analyses, comparative summaries, foresight outputs and definitions of skills, attitudes, strategies and transition points, as well as reported gender and educational level.

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No special categories of personal data (GDPR Art. 9) are intentionally collected.

- Personal data is stored in accordance with the rules of the project funder for five years after the acceptance of the project's final report to the funder, after which the data is destroyed.
 - Anonymised qualitative data (workshops and interviews): Stored 5 years after project end; may be stored up to 10 years at Turku UAS if used for doctoral research.
 - Anonymised analytical data and framework outputs: Retained for reporting, dissemination, and sustainability in line with EU and institutional regulations.
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Regular information sources

The personal data have been obtained from the data subject.

Receivers or receiver groups of personal data

The personal data is handled only by the staff in the TRIC project and possible students preparing bachelor's/master's/doctoral thesis or studies in the research group or Renewing competence at Turku UAS.

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
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- 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.
