

Privacy notice	
1. Controller	Natural Resources Institute Finland Postal address: Natural Resources Institute Finland (Luke) P.O. Box 2, 00791 Helsinki, Finland Tel. +358 29 532 6000
2a. Controller's responsible person	Anna Poimala, local coordinator
2b. Contact person in the matter and contact details of the data protection officer	Contact person: kirjaamo@luke.fi Data protection officer: tietosuoja@luke.fi
3. Name of the register	The personal data of the OneSTOP project
4. Purposes and the legal grounds for processing	<p>Personal data is used in Luke's scientific research and development activities. Based on section 1 of the Government Decree on the Natural Resources Institute of Finland (Luonnonvarakeskuksesta annettu valtioneuvoston asetus (715/2014)), Luke carries out scientific research and development activities, technology and information transfer, and statistic production in the fields of food and agricultural economy, rural development, forestry, fishing and game husbandry, reindeer husbandry, other industries based on renewable natural resources, the recreational use of nature and the management of water resources and marine environments.</p> <p>Personal data is used in EU Horizon project OneSTOP, where Luke is a partner. The data are processed to enable communication, collaboration and co-development with Living Lab stakeholders, as well as to collect feedback on activities and tested technologies. Personal contact information may be used to send electronic notices regarding events and services.</p> <p>The processing of personal data is based on conducting scientific research carried out in the public interest in accordance with Article 6(1)(e) of the EU General Data Protection Regulation (2016/679) and Section 4(1)(3) of the Data Protection Act (1050/2018).</p>
5a. Type of personal data in the register	<p>The following personal data may be collected about Living Lab participants during the research:</p> <ul style="list-style-type: none"> • First name and surname • E-mail

	<ul style="list-style-type: none"> • Name of work organization • Photographs • Questionnaire answers <p>In addition, automated camera systems will be tested in the OneSTOP project. The datasets to be stored do not contain personal data.</p>
5b. Regular sources of data	Regular sources of data are the data subjects, authorities, universities and research institutes.
6. Regular disclosure of data	<p>Data can be disclosed only within the scope obligated and permitted by the legislation. As public government information, public personal data can, based on the Act on the Openness of Government Activities (621/1999), be disclosed for e.g. historic and academic research and the compilation of statistics. Personal data is not disclosed unless there are lawful grounds for processing.</p> <p>Data can be disclosed to OneSTOP project partners who may function as the data processor or joint controller due to their role in the project.</p>
6. Transfer of data outside the EU/EEA	Data is not transferred outside the EU/EEA area, with the following exception: personal data is processed in the Microsoft 365 environment. As a rule, Microsoft 365's services are implemented within the EU, but data may also be processed outside the EU in exceptional cases, for example to provide support services. The basis for the transfer is the European Commission's adequacy decision of 10.7.2023 on the adequacy of data protection in the United States and the standard contractual clauses approved by the Commission.
7. Storage period	Data collected for a register is only stored for as long as and to the extent necessary in relation to the original purposes for collection, described in Section 4. Registered personal data must be erased when there are no longer legitimate grounds for processing. Participation data is stored only until there is no further communication need from the project side. Research data and the included personal data is stored indefinitely as needed for research purposes. When suitable, the data is anonymised, i.e. all personal data will be irreversibly erased when the research has ended.

8. Protection principles of register	Hard copies and printed material are stored in protected and monitored facilities. Servers and active devices are located in protected and monitored facilities. Data is processed in systems in Luke's facilities. Any register-related
	data on paper is protected by means of access control and locked archives. Registered data is protected against unauthorised viewing, modifying and erasing. Protection is based on access control, personal user IDs and restricted access rights. Rights to view and modify data have been restricted in accordance with the tasks of each employee. Backup copies and physical security measures are used to ensure that no data is lost.
9. The data subject's rights	Data subjects have rights towards their personal data that are based on the legitimate grounds of data processing. More information about the rights of data subjects and their fulfilment is available at https://www.luke.fi/en/data-protection-and-privacy/rights-of-data-subject/ . The rights of data subjects are based on articles 15–22 of the EU GDPR (2016/679).
10. Using data for automated decision making, including profiling (articles 13.2(f) and 14.2(g) of the GDPR)	No personal data is used for automated decision-making, including profiling.
11. Changes to this privacy notice	We may change this privacy policy, for example, if there are changes in our operating methods or systems or in general data protection recommendations. We may also need to make changes as a result of legal amendments. Any changes enter into force after we have published our revised privacy policy