

**DATA PROTECTION NOTICE FOR
SCIENTIFIC RESEARCH**
General Data Protection Regulation of the EU
Articles 12–14
Date: January 20, 2024

**Information on the processing of personal data in the research project entitled
SODA: Soljuva organisoituminen digitaalisilla yhteistyöalustoilla [Fluid organizing
on digital collaboration platforms]**

The research project entitled SODA involves processing of personal data. The purpose of this data protection notice is to provide information on the personal data to be processed, from where they are obtained and how they are used. Detailed information on the rights of data subjects will be provided at the end of this notice. You have also been provided a “Consent to participate in research” in which the research methods and participation are further described.

Your participation in the research project and provision of personal data are voluntary. If you do not wish to participate in the project or you wish to withdraw from it, you can do so without negative consequences.

1. Data Controller

University of Helsinki
Address: PO Box (Fabianinkatu 33), 00014 University of Helsinki, Finland

2. Contact person and principal investigator

Contact person in matters concerning the research project:
Name: Docent Salla-Maaria Laaksonen
Faculty/department/unit: Centre for Consumer Society Research (Kuluttajatutkimuskeskus),
Faculty of Social Sciences
Address: P.O. Box 16, 00014 University of Helsinki
Phone: +358 50 415 6576
Email: salla.laaksonen@helsinki.fi

3. Contact details of the data protection officer

You can contact the University of Helsinki data protection officer via email at tietosuoja@helsinki.fi.

4. Description of the research project and the purpose of processing personal data

SODA is a research project that explores fluid organizations as constitutions built through

communication, and the possibilities of computational matching in supporting communicative organizing. The project provides information on how data collected on an organization's communication platforms can be used both to research and facilitate organizing.

SODA (1) explores and models how interaction and organizing take place communicatively through digital interaction platforms, (2) models and prototypes how digital technologies can be used to support communicative organizing, and (3) critically examines the expectations, knowledge and ethical choices associated with the use of digital platforms that support organizing through user research.

The collected interview and workshop data relates to the final third objective listed above. We are interested in the experiences, assessments and feelings of the interviewees when they interact with digital technologies designed to facilitate communication.

Data will be collected and processed in accordance with GDPR requirements and social media research ethics in line with AoIR and TENK guidelines. The collection and processing of data is based on the public interest in accordance with Art 6.1(e) of the GDPR. In addition, in accordance with Article 9.2e, the processing concerns personal data that the data subject has made public.

The project is conducted in collaboration with the University of Helsinki, Tampere University and Jyväskylä University. The data will be stored in accordance with the University of Helsinki's data security rules and will be accessible only to researchers working on the project in the three mentioned universities. The data will not be made available to third parties.

5. Personal data included in the research data

Data collection is carried out through interviews, which are recorded on a recording device or via video-conferencing. The following personal data are recorded on the interviewees, which can be used to identify the interviewee: voice, name, job, role at work and possibly job duties.

The audio tapes are transcribed and then destroyed. The transcription may be carried out confidentially by an external service provider. During transcription, the interviews are pseudonymised, removing direct identifiers such as the interviewee's name, job title and job, and other strong, indirect identifiers. The code key of the interviews is known only to the project researchers (see section 9. Recipients of the data).

6. Sources of personal data

Apart from interviews, no personal data are collected from other sources.

7. Sensitive personal data

No special categories of personal data (i.e., sensitive data), as defined in Article 9 of the GDPR, will be processed in this research.

8. Lawful basis for processing personal data

Personal data are processed on the following basis (Article 6(1) of the GDPR):

- Task carried out in the public interest:
 - Scientific or historical research purposes or statistical purposes
 - Archiving of research material and cultural heritage material.

9. Recipients of data

The personal data collected through interviews in the study will be processed by the project researchers, who are affiliated with the University of Helsinki. In addition, during the transcription phase, possibly an external service provider and a research assistant to be appointed at a later stage. Data containing personal data will only be stored on servers operated by the University of Helsinki and/or CSC - IT Centre for Science.

10. Transfer of data to countries outside the European Economic Area

Data will not be transferred to countries outside the European Economic Area, they are processed only within the EEA.

11. Automated decision-making

The research project involves no automated decision-making that has a significant effect on data subjects.

12. Protection of personal data

Personal data included in the research dataset will be processed and kept protected so that only those who need the data can access them.

The data processed in data systems will be protected using the following:

- Username and password
- Registration/log of use
- Access control
- Encryption
- Two-factor identification
- Other, please specify:

Processing direct identifiers:

- The controller collects the personal data without direct identifiers.
- Direct identifiers will be removed during the analysis stage and kept separate from the analysed research data.
- The data will be analysed using direct identifiers, because (give grounds for preserving the direct identifiers):

13. Duration of the processing of personal data in this research project:

SODA project runs 1.1.2022-31.12.2024, but individual sub-studies might continue beyond the final date.

14. Processing of personal data when the research project ends

- The research data will be deleted
- The research data will be kept for the purposes of validating or replicating the results of this research project:
- without identifiers identifiers included
- The research data will be kept for later, compatible scientific research in accordance with the requirements of the GDPR:
- without identifiers identifiers included

The storage of the research data is based on Article 5(1)(b) and (e) of the GDPR. Data subjects will receive a new data protection notice on the new use of the research data, unless the controller can no longer identify the subjects from the data.

In addition, the data subjects will not be informed of the new research if delivering this information to them is impossible or involves a disproportionate effort or renders impossible or seriously impairs the achievement of the research objectives (Article 14(5)(b) of the GDPR).

The data be stored for ten years after the end of the research project using shared facilities offered by the University of Helsinki or CSC IT Centre for Science. Access will only be provided to the researchers who were part of the original SODA project.

15. Rights of data subjects and derogations from those rights

The contact person in matters related to research subjects' rights is the contactperson stated in section 1 of this notice.

Rights of data subjects

Under the General Data Protection Regulation, data subjects have the following rights:

- Right of access to their own data
- Right to rectification of their data
- Right to the erasure of their data and to be forgotten
- Right to the restriction of processing of their data
- Right to data portability from one controller to another
- Right to object to the processing of their data
- Right not to be subject to automated decision-making

However, data subjects cannot exercise all their rights in all circumstances. The circumstances are affected by, for example, the legal basis for processing personal data.

Further information on the rights of data subjects in various circumstances can be found on the

website of the Data Protection Ombudsman:

<https://tietosuoja.fi/en/what-rights-do-data-subjects-have-in-different-situations>.

Derogations from rights

The General Data Protection Regulation and the Finnish Data Protection Act enable derogations from certain rights of data subjects if personal data are processed for the purposes of scientific research and the rights are likely to render impossible or seriously impair the achievement of the research purposes.

The need for derogations from the rights of data subjects will always be assessed on a case-by-case basis.

Right to appeal

If you consider that the processing of your personal data has been carried out in breach of data protection laws, you have the right to appeal to the Office of the Data Protection Ombudsman.

Contact details:

Office of the Data Protection Ombudsman

Street address: Ratapihantie 9, 6th floor, 00520 Helsinki

Postal address: PO Box 800, 00521 Helsinki

Phone (switchboard): 029 56 66700

Fax: 029 56 66735

Email: tietosuoja(at)om.fi