

PRIVACY NOTICE

according to the EU General Data Protection Regulation GDPR, Art. 13 and 14

This notice concerns:

Degree Thesis

Title: How's Life onboard

Personal data controller

Novia University of Applied Sciences

Wolffintie 31

65200 Vaasa

Finland

www.novia.fi

Novia University of Applied Sciences is controller for the personal data collected and processed in the Novia UAS activities – in teaching, guidance, research and development, administration, and cooperation, internally and externally.

Responsible unit for the processing that is described in this notice:

Degree programme, Novia UAS, Bachelor of Engineering, Maritime Technology

Contact person:

Rasmus Haavisto

Phone: 0409677720

Email: rasmus.haavisto@edu.novia.fi

Data Protection Officer at Novia University of Applied Sciences:

dataskyddsbud@novia.fi, +358 6 328 5000 (switchboard)

For what purpose do we process your personal data?

I am processing your data to get my research methodology course complete.

According to GDPR there must be a legal basis for processing personal data. The legal basis for processing your personal data is:

Consent (Art. 6.1 a)

You participate voluntarily by completing the questionnaire. By submitting your response, you give consent to the processing of your personal data for the purposes of the degree thesis. You may withdraw your consent at any time by contacting the contact person. Processing carried out before withdrawal is not affected.

Justification:

The study is based on voluntary participation. No contractual or legal obligation applies. The processing of personal data is limited to what is necessary for analysing responses in relation to the research question.

No special categories of personal data (such as health records, medical diagnose, biometric identification data, political opinions, religious beliefs, etc.) are collected. The questionnaire focuses on the accommodation quality of a ship.

Which personal data do we process, and who processes the data?

What is the last ship the respondent has been on.

Rest Quality

No names, personal identity numbers, addresses or direct identifiers are collected.

The data is processed by:

- The student researcher (Rasmus Haavisto)
 - The thesis supervisor at Novia University of Applied Sciences
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Where do we collect your personal data from and how do we process the data?

The data is collected directly from respondents through an online questionnaire (Microsoft Forms).

The responses are anonymous, and individual responses are not published.

The data will be stored in Microsoft Forms under contact persons account with authentication security. The data will be stored until it has been analysed and thesis work completed.

Is your personal data transferred (outside Novia University of Applied Sciences) for processing?

No, personal data will not be transferred for processing outside Novia University of Applied Sciences.

Is your personal data transferred to a third party (outside Novia University of Applied Sciences) for that party's purposes?

No, personal data will not be transferred outside Novia University of Applied Sciences.

Is your personal data transferred outside EU/EEA?

No, personal data is not transferred outside EU/EEA.

Which rights do you have when Novia University of Applied Sciences processes your personal data?

Novia University of Applied Sciences is responsible for taking appropriate technical and organisational measures to protect personal data against unauthorized or illegal processing and against damage to or loss of personal data. Personal data must always be processed in a fair and transparent manner in accordance with applicable data protection regulations.

According to the EU General Data Protection Regulation GDPR (Art. 12-22), you have the right to

- get transparent information on how your personal data is processed and how you can exercise your rights (Art. 12)
- get access to your personal data at Novia University of Applied Sciences and information on the processing of data (Art. 15)
- have your personal data corrected (Art. 16). Note that employees and students at Novia University of Applied Sciences can in most cases correct their own data according to the instructions on the intranet.
- have your data erased ("the right to be forgotten") in certain situations (Art. 17)
- restrict the processing of your personal data in certain situations (Art. 18)
- have your personal data transferred between systems in certain situations (Art. 20)

- object to the processing of your personal data in certain situations (Art. 21)
- not be subject to automated decision-making, with certain exceptions (Art. 22)

Also, you have the right to be informed of a personal data breach involving a high risk to your personal data (Art. 34).

When the purpose of the processing is scientific research, statistics or archival purposes, the rights may be restricted by the Data Protection Act (1050/2018). Restrictions on rights always require special safeguard measures.

If you have questions about your rights, you can contact the responsible contact person (see above) or the Data Protection Officer (dataskyddombud@novia.fi) at Novia University of Applied Sciences. See also the overall information on the processing of personal data on the Novia UAS website (<https://www.novia.fi/en/about-us/leading-documents/data-protection/>).

You have the right to lodge a complaint with the data protection authority if you believe that the processing of your personal data is an infringement of the General Data Protection Regulation (GDPR).

Contact information to the data protection authority
Office of the Data Protection Ombudsman
PL 800
00531 Helsinki
+358 29 566 6700 (switchboard)
tietosuoja@om.fi
[tietosuoja.fi](https://www.tietosuoja.fi)
