

CREATURES

Privacy Notice

This Privacy Notice is also available (public) at <https://creatures-eu.org/privacy-notice/>

The **CreaTures research project** studies the role and impact of creative arts and design practices in supporting societal transformations towards sustainability. The project is coordinated by Aalto University – School of Arts, Design and Architecture and conducted through collaborative research with 10 other organizations around Europe. CreaTures receives funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 870759. Participation in the CreaTures research study is voluntary. If you stop, there will be no consequences, but it will not be possible to remove information gathered from you up to that point, so it may be used anonymously in our research findings. All data we collect, store, and use will be handled according to the applicable data protection legislation, and any personal information will be protected under General Data Protection Regulation (GDPR) or similar controls. Participating in the study will not expose participants to more than minimal normal everyday risks.

What data is collected, how is it collected and processed?

CreaTures researchers will collect data from these activities in the form of paper notes and interview transcripts; sometimes also as audio recordings, photography, screen capture, and filled survey forms. A permission for this data collection will be elicited from participants before data collection begins, via the project's Participation Acknowledgement form that will be handed to participants for their signature. The collected data will be transcribed for analysis. This includes making the data available to other researchers within the CreaTures project via a secure online server provided by Aalto University. In addition, some collected data may be included in CreaTures project outputs, including scientific publications, reports, conferences, and other media, such as the project's website. CreaTures research team will only use personal data (participants' name and affiliation) when participants have chosen to be credited for their contributions in co-creation activities or their personal opinions shared in interviews. In that case, CreaTures makes sure that participants' name or nickname is mentioned in relevant project's outputs and that appropriate credit is given. CreaTures operates a privacy-by-default principle, meaning that we will collect the minimum amount of personal data in order for our studies to be conducted, and all personal data is subject to protection under GDPR or similar controls. Collected data will be anonymized as standard.

Legal basis for processing personal data

The processing of personal data in the CreaTures project is required for the performance of a task carried out in the public interest, namely scientific research, and for academic expression. In addition, the purpose for processing of personal data is artistic expression and journalistic expression.

Sharing of Personal Data

Aalto University, as a coordinator of the CreaTures project, may need to share research data with a third party. Sharing of personal data will be carried out in accordance with privacy legislation. Aalto University safeguards the rights and privacy of the individuals involved in the CreaTures project by agreements with third parties.

Transfer of Personal Data to Non-EU/EEA countries

Some of CreaTures partners (organisations), namely the University of Sussex, Sniffer, Superflux, and Furtherfield, are located in the UK. Therefore, some data will be collected outside European Union. However, all textual and audio-visual materials and artefacts will be gathered into an existing

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secured database and server provided by Aalto IT services (complying with Aalto University regulations). All CreaTures partners, including those located outside European Union, will have access to data collected within the CreaTures project. The Aalto University's policy is to take special care when transferring personal data to countries outside of the European Union and the European Economic Area, particularly where those countries do not provide data protection regulation according to the standards set by the GDPR. These transfers of personal data are conducted according to the GDPR standards by utilizing, for instance, standard contractual clauses or other appropriate safeguards.

Storage period of your data and anonymisation

The criteria for defining storage of research data containing personal information is based on good scientific practice. In scientific research, the aim is to store the research data so that the research results can be verified and previously collected data can be used for further scientific research on the same subject or for scientific research in other fields. In the CreaTures projects, we store data for a period of 3 years after the end of the project. However, data published in CreaTures research articles and on the CreaTures website (e.g. photographs) will not be destroyed after the period of 3 years. All data is anonymized where possible and desired. Some materials will be impossible to anonymise fully and there will also be occasions when the results of co-creation activities and personal opinions shared in interviews demand that we credit contributors by their name.

Participants' rights

According to the General Data Protection Regulation (GDPR), participants have the right:

- to obtain information on the processing of their personal data
- of access to their data
- to request rectification of their data
- to request restricting of the processing of their data
- to object to the processing of their data
- to erasure, if research data have been unlawfully processed and processing is no longer necessary for archiving purposes in the public interest, for scientific research purposes or statistical purposes, and the erasure of research data will not render impossible or seriously impair objectives of scientific research.

NOTE: In the event that the research study does not require, or no longer requires, the identification of a data subject, Aalto University shall not be obliged to acquire additional information in order to identify the data or the data subject for the sole purpose of fulfilling the rights of the data subject. If Aalto University cannot identify the data related to a data subject, the rights of access, rectification, objection, and erasure shall not apply. However, if the data subject provides additional information enabling his or her identification and the identification of the research data, the rights are not affected.

The following protection measures have been enacted in this research

- The processing of personal data is based on a research plan
- The research has a responsible principle investigator
[Professor Tuuli Mattelmäki tuuli.mattelmaki@aalto.fi]
- Ethical review of this processing has been made (on April 6th 2020, by Aalto University Research Committee)

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Data is being processed for the purposes of scientific research, and the data is not used in decision-making related to participants. To exercise their rights, participants should contact the Data Protection Officer or the research study contact person (info below).

More information on the study and the exercising of your rights

The controller in this study is Aalto University. The contact person in matters related to the general research study is Dr. Markéta Dolejšová (marketa.dolejsova@aalto.fi).

For inquiries related to the processing of personal data, participants can contact the Aalto University's Data Protection Officer Anni Tuomela [tietosuojavastaava@aalto.fi / +358-9-47001]. If participants see that their data has been processed in violation of the GDPR or data protection legislation, they have the right to lodge a complaint with the Aalto University's supervisory authority, the Data Protection Ombudsman (see more: www.tietosuoja.fi).