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## PRIVACY NOTICE

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

This notice concerns:

A Degree Thesis on: Puurakenteiden palonkestävyysominaisuuksien parantaminen pinnoitteilla ja käsittelyillä

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Personal data controller

Novia University of Applied Sciences  
Wolffintie 31  
65200 Vaasa  
Finland  
[www.novia.fi](http://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:  
Technology and Seafaring

Contact person:  
Kati Hiltunen, [kati.hiltunen@edu.novia.fi](mailto:kati.hiltunen@edu.novia.fi), 0504300032

Data Protection Officer at Novia University of Applied Sciences:  
[dataskyddsbud@novia.fi](mailto:dataskyddsbud@novia.fi), +358 6 328 5000 (switchboard)

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For what purpose do we process your personal data?  
Your personal data will be processed only for research purposes.

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

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Consent (Art. 6.1 a)

You are consulted and answer yes (by written or oral statement) to that your personal data is processed for a specific purpose. You give your consent freely after getting information about how your personal data is processed (i.e., collected, stored, shared, archived, etc.). When consent is the only legal basis for processing your personal data, you have the right to withdraw at any time. You can notify that you have regretted your consent by sending an e-mail to [registrator@novia.fi](mailto:registrator@novia.fi). The processing completed before you withdrew consent is not affected.

Justification:

Your personal data will only be processed for the purpose of the master thesis according to Art. 6.1 a.

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

Name, profession, recording of the interview

The data will be processed exclusively by the author of the thesis, Kati Hiltunen.

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Where do we collect your personal data from and how do we process the data?

Personal data will be collected directly from the individual.

Interview data will be transcribed and stored at systems provided by Novia UAS (OneDrive).

After the data is reviewed, incorporated into the thesis and the thesis has been approved and published your original personal data and interview records will be deleted.

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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.

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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.

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

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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 ([dataskyddsbud@novia.fi](mailto:dataskyddsbud@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](mailto:tietosuoja@om.fi)

[tietosuoja.fi](https://tietosuoja.fi)

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