

Privacy statement– BONUS e-bulletin

1 Controller

The Secretariat of the BONUS Baltic Organisations' Network for Funding Science EEIG

Address Hakaniemenranta 6
00530 Helsinki, FINLAND

Tel. +358 40 040 4011

Email bonus@bonuseeig.fi

2 Contact information

Communications Manager Maija Sirola
Assistant Minna Frii
firstname.lastname@bonuseeig.fi

3 Name of the register

BONUS e-bulletin e-mailing list.

4 Purpose and legal basis for processing the personal data / purpose for the use of a register

Sending the BONUS e-bulletins via e-mail to service subscribers.

The legal basis for processing personal data is the consent given by the BONUS e-bulletin subscriber.

5 Content of the register

E-mail addresses of the subscribers and date and method of joining the e-mailing list.

6 Regular sources of information

Contact information is currently supplied by the subscribers via the subscription form on the website, or previously gathered and included by the BONUS Secretariat from e.g. participant lists of any BONUS' events and approved projects' applications.

7 Regular destinations of disclosed data and whether the data is transferred to countries outside the European Union or the European Economic Area

The BONUS e-bulletin is delivered to the subscribers by using a third party provider. There are appropriate contractual arrangements with the subcontractor to ensure that the data is processed in accordance with current legislation and this Privacy Statement.

No information is disclosed outside EU or EEA.

8 Principles how the data file/register is secured

Access rights (username and password, with administrator-rights) are given only to the personnel of the BONUS Secretariat. The data is saved at the website service provider's servers.

9 Personal data retention period

The information is retained as long as the person unsubscribes to the BONUS e-bulletin mailing list.

10 Data subject's rights

The person can influence the processing of the data by exercising the following rights:

- a) Verifying, correcting and deleting data: Person is entitled to verify the stored personal data. Upon request, any incorrect, incomplete or outdated personal data will be corrected, supplemented or deleted.
- b) Withdrawal of consent: Person can cancel his/her consent at any time either by unsubscribing to the BONUS e-bulletin mailing list or by contacting the BONUS Secretariat, bonus@bonuseeig.fi
- c) Right to restrict: Person has the right to restrict the processing of the data if, for example, he/she contests the accuracy of the personal data, in which case the processing is restricted for the duration of determining the validity of the data.
- d) Right of appeal: Person has the right to file a complaint with the authority if he/she believes that his/her information has been processed in violation of existing privacy legislation.

To exercise the data subject's rights, one must submit a written request to the BONUS Secretariat, bonus@bonuseeig.fi.