

Privacy notice for events organised by Tampere University

This privacy notice is effective as of 1 March 2025.

Why do we process your personal data?

This general privacy notice provides an overview of Tampere University's data protection policy concerning the collection and processing of personal data for event management purposes.

We process personal data for the following purposes:

1. to enable your participation in our events
2. to manage practical event arrangements
3. to communicate about new events
4. to foster collaborative relationships
5. for statistical purposes
6. to develop our activities.

Do we process data for the purpose of automated decision-making or profiling?

No, personal data will not be used for automated decision-making or profiling purposes.

What types of personal data do we process?

For the majority of events, we collect the following types of personal data:

- name
- necessary contact information
- organisation
- title.

Depending on the event, the data we collect may also include:

- your role at the event
- participants' home country for statistical purposes (international events only)
- data concerning the amount and payment of the participation fee
- dietary restrictions, if refreshments are served
- data relating to social programme and support services
- data relating to publications
- data relating to the provision of travel services
- participation in sessions and activities
- data generated during event recordings (such as photos, videos, audio recordings)
- participants' interests
- feedback.

In addition, we may ask you to provide consent for the following activities:

- communicating about upcoming events
- publication of contact details in the event attendee list (participants' names and affiliated organisation will be published without separate consent)
- disclosure of data to collaboration partners involved in organising the event programme
- transfer of data to the University's customer relationship management system.

Why are we allowed to process your personal data?

We process your data based on the contract you enter when you register to participate or perform at our events (EU General Data Protection Regulation 2016/679, Article 6(1)(b)). We process your data based on your explicit consent (EU General Data Protection Regulation 2016/679, Article 6(1)(b)), if you use the networking channel created for event participants or give us your consent to receive marketing messages, publish your data, or store your data in our customer relationship management system. For paid events, we process your data to comply with the University's legal obligations (EU General Data Protection Regulation 2016/679, Article 6(1)(c)), as we are required to process payment data for accounting purposes (Finnish Accounting Act 1336/1997, Chapter 2, Paragraph 1).

We ask all event participants to inform us of any dietary restrictions or special arrangements without disclosing information about their health, religion, beliefs or any other special category data. If providing this type of information is necessary for you to participate in our event and you have provided this information at the event registration stage, we may process special category data based on your consent (EU General Data Protection Regulation 2016/679, Article 9(2)(a)).

If an event will be streamed live or recorded, we will inform participants when streaming or recording begins and ends. If audience members participate in open discussions during an event that is either streamed or recorded, the processing of their personal data is based on their consent (EU General Data Protection Regulation 2016/679, Article 6(1)(b)).

How do we collect personal data?

We collect necessary personal data directly from you or from the person who registers you for our event, either through the registration form or in person. During an event, we may also receive data from you or from suppliers involved in the event arrangements.

Data Processors and the disclosure of data

We generally manage event registrations online. Tampere University has signed a data processing agreement with the service provider, ensuring compliance with the General Data Protection Regulation. The data you provide during registration can only be accessed by Tampere University staff or our collaboration partners involved in the event arrangements.

Data about dietary restrictions or similar information will not be forwarded in a manner that allows individuals to be identified.

Data about special arrangements will only be provided to the relevant collaboration partner and only to the extent necessary to implement these arrangements.

Will we transfer your personal data outside of the EU/EEA?

No, we will not transfer your personal data outside of the EU/EEA.

How long do we retain your personal data?

We will retain your personal data for three (3) months after the event and any closely related activities have ended. After this period, we may process any feedback you have provided and statistical data anonymously.

Data that is collected or processed based on your consent will be retained for the time being until it becomes outdated or you withdraw your consent.

We will retain invoicing data in our accounting records for at least six (6) years after the financial year ends, in accordance with the Finnish Accounting Act (1336/1997, Chapter 2, Paragraph 10).

What are your rights as a data subject?

Data subjects who have provided consent to the processing of their data have the following rights:

- Right to withdraw consent (EU General Data Protection Regulation 679/2016, Article 7.3.)

Withdrawing your consent will not affect the lawfulness of any processing carried out before the withdrawal.

- Right of access (Article 15)

You have the right to know what personal data we process and hold about you.

- Right to rectification (Article 16)

You have the right to have any incorrect, inaccurate or incomplete personal data that we hold about you revised or supplemented without undue delay. You are also entitled to have any unnecessary personal data erased from our records.

- Right to be forgotten (Article 17)

You have the right to have your personal data erased from our records. This right does not apply, if the processing is necessary for us to comply with our legal obligations (invoicing).

- Right to restrict processing (Article 18)

In certain circumstances, you have the right to request us to restrict processing your personal data until the accuracy of your data, or the lawful basis for processing your data, has been appropriately reviewed and potentially revised or supplemented.

- Right to data portability (Article 20)

You have the right to obtain a copy of the personal data that you have submitted to the University in a commonly used, machine-readable format and transfer the data to another Data Controller. This right applies to data processed by automated means and based on your consent. This right does not apply, if the processing is necessary for us to comply with our legal obligations (invoicing).

- Right to lodge a complaint with a supervisory authority (Article 77)

You have the right to file a complaint with the supervisory authority if you consider the processing of your personal data to violate the provisions of the General Data Protection Regulation. In addition, you may follow other administrative procedures to appeal against a decision made by a supervisory authority or seek a judicial remedy. The supervisory authority's contact details are:

Office of the Data Protection Ombudsman
PO Box 800
FI-00531 Helsinki, Finland
Email address: [tietosuoja\(at\)om.fi](mailto:tietosuoja(at)om.fi)
Tel. +358 29 566 6700

You can exercise your data subject rights by contacting the Data Controller. Contact details are provided below. Please do not send sensitive data over an unencrypted email.

Data Controller

Tampere University Foundation sr (2844561-8)
Tampere University
Kalevantie 4
FI-33014 Tampere University, Finland
Email address: tau@tuni.fi (registry office)
Switchboard: +358 (0) 294 52 11
Data Protection Officer's email address: dpo@tuni.fi