

**PRIVACY NOTICE  
FOR SCIENTIFIC RESEARCH  
EU General Data Protection Regulation  
Date: 26.04.2023**

## **Description of the Research and the Purposes of Processing Personal Data**

You are participating in research of the Arctic Centre, University of Lapland. This notice describes how your personal data will be processed in the research of the Arctic Centre, University of Lapland.

Participation in the research is voluntary. There will be no negative consequences for you if you refuse to participate in the research or if you withdraw from the research at any time. If you decide to withdraw from the research, the data collected before the withdrawal can still be used in the research. For more information regarding your rights and how you can affect the processing of your personal data, please see the end of this notice.

### **1. Data Controller**

University of Lapland

Address: PL 122 (Yliopistonkatu 8), 96101 Rovaniemi

Contact person in matters concerning the project:

Name: Dr. Sanna Kopra

Address: Northern Institute for Environmental and Minority Law, Arctic Centre, University of Lapland, PL 122 (Pohjoisranta 4), 96101, Rovaniemi

Tel.: +358 40 132 4502

E-mail: [sanna.kopra@ulapland.fi](mailto:sanna.kopra@ulapland.fi)

### **2. Description of the research and the purposes of processing personal data**

The interview study is part of the University of Lapland, Arctic Centre's research project "Climate Responsibility as a Normative Cornerstone of Multilateral Cooperation?" funded by the Kone Foundation. The duration of the project is 1.5.2022-31.12.2025 (we reserve the right for a potential extension). The project aims to identify what kind of development trajectories would plausibly bring climate responsibility as one of the key norms of international society by 2035. To achieve this objective, the project will draw insights from

an Arctic case study and develops a theorisation of International Relations that will take the norm of climate responsibility at the centre of politics. The project applies a backcasting scenario approach to Futures Studies and collects data in two phases: 1) Interview study, and 2) Delphi panel. Based on this empirical data, qualitative scenarios will be developed and visualised in the form of a webcomic.

This interview study is the first phase of the project's qualitative data collection. In this phase, data will be collected through interviews with international experts. The interview data will be used to create alternative future states of what 2035 would look like if climate responsibility were a guiding norm in international collaboration. The interviewees are provided with a list of questions before the interview. Yet the interview is semi-structured, meaning that there is also space for open discussion. The interview lasts approximately 45-90 minutes.

Interviews for the first phase of the data collection will be conducted either face-to-face, online or by telephone. The interviews will be recorded with the interviewee's permission or manually transcribed. Only the audio of the interview will be recorded with no visual dimension. After the interviews, the recordings will be transcribed into plain text. Manual notes are also transcribed using a Word processor. The transcribed files are anonymised and stored following the data security guidelines of the University of Lapland on OneDrive -cloud service protected with a username and two passwords. Only researchers assigned to the project "Climate Responsibility as a Normative Cornerstone of Multilateral Cooperation?" will participate in the analysis of the interview material.

The interview data will be utilised in the second phase of the qualitative data collection of the project to create alternative future states for 2035. In the second phase of the data collection, the project will organise a Delphi panel of Arctic experts. Some of the experts interviewed in the first phase may be invited to join the Delphi panel. The aim of the Delphi panel is to identify what kind of development trajectories would plausibly lead to the desired future states in 2035.

Besides for the purposes of the Delphi panel, the anonymised interview data will be used in Finnish and international scientific and general publications as well as in seminar and conference presentations of the project. Finally, the results of the project will also be popularised by publishing an online comic magazine. The online comic magazine will present alternative futures in an understandable and concrete way, thus stimulating public discussion and hopefully inspiring foreign policy actors to advance new development trajectories in Arctic cooperation.

Each participant to this research will be provided with a) a brochure containing information of the project and its aims, b) this privacy policy notice either as a physical or a digital copy.

### **3. Parties and their responsibilities in research collaboration**

This project will be conducted by Dr. Sanna Kopra, Karoliina Hurri and Liisa Kauppila. Dr. Sanna Kopra is responsible for the scientific overview and leadership of the project. The interview data will be collected and anonymised by Kopra, Hurri and Kauppila. The analysis of the data will be conducted by Kopra, Hurri and Kauppila.

Participants may address any request to exercise their rights as data subjects in relation to this research to the contact person below:

Name: Sanna Kopra

Address: Northern Institute for Environmental and Minority Law, Arctic Centre, University of Lapland, PL 122 (Pohjoisranta 4), 96101, Rovaniemi

Tel.: +358 40 132 4502

E-mail: [sanna.kopra@ulapland.fi](mailto:sanna.kopra@ulapland.fi)

#### **4. Research group and its Principal Investigator**

Research group: Arctic International Relations Team, Arctic Centre, University of Lapland

Name: Sanna Kopra

Address: Northern Institute for Environmental and Minority Law, Arctic Centre, University of Lapland, PL 122 (Pohjoisranta 4), 96101, Rovaniemi

Tel.: +358 40 132 4502

E-mail: [sanna.kopra@ulapland.fi](mailto:sanna.kopra@ulapland.fi)

#### **5. Contact details of the Data Protection Officer**

The Data Protection Officer of the Lapland University Consortium is lawyer Jari Rantala. You can contact him at [tietosuoja@ulapland.fi](mailto:tietosuoja@ulapland.fi).

#### **6. Persons processing personal data in the research**

The research project will be carried out by the project researchers by Sanna Kopra, Karoliina Hurri, and Liisa Kauppila.

In an unexpected event, a researcher chosen to replace one of these project researchers would be included in conducting the project and therefore, she/he/they would have access to the data containing personal identifiers.

#### **7. Name, nature and duration of the research**

Name of the research: **Climate Responsibility as a Normative Cornerstone of Multilateral Cooperation?**

☒ One-time research

☐ Monitoring research/longitudinal research

Duration of the processing of personal data:

The project will be conducted 1.5.2022-30.12.2025 (we reserve the right for a potential extension). The consent forms of the interviews will be deleted 1-5 years after the completion of the project. The interview data will be anonymised when the recordings or

notes are transcribed. The data including personal identifiers will be deleted using secure and private methods described in this notice. The duration of the anonymised data processing depends on the writing and publication processes of the research publications.

## **8. Legal basis for processing**

Personal data are processed in compliance with the Article 6(1) of the General Data Protection Regulation:

- ☒ participant's consent
- ☐ compliance with a legal obligation to which the controller is subject
- ☐ performance of a task carried out in the public interest or in the exercise of official authority vested in the controller:
  - ☐ scientific or historical research purposes or statistical purposes
  - ☐ archiving of research materials or cultural heritage materials
- ☐ legitimate interests pursued by the controller or by a third party
  - description of the legitimate interest:

## **9. Personal data included in the research materials**

The collected research data includes the interviewee's name, e-mail, phone number, and affiliation. In addition, the data includes the recordings of the interviews or the manually transcribed text versions. It is possible that an interviewee chooses to share other types of personal data or information that, taken together, leads to her/him/them even if no single answer contains personal data.

## **10. Sensitive personal data**

The following sensitive personal data will be processed in the research:

The research does not process any sensitive personal data.

The processing of special categories of personal data can be done only in accordance with the art. 9(2) of GDPR. i.e. 1) based on explicit consent of data subject and 2) when processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with the GDPR and based on Union or Finnish law.

## **11. Sources of personal data**

The saved data is collected in the interviews from the interviewees, public sources such as the organisations' websites, and from the researches' own data sources.

## **12. Transfer and disclosure of personal data to third parties**

No personal data will be transferred to third parties.

## **13. Transfer or disclosure of personal data to countries outside the EU/European Economic Area**

No personal data will be transferred or disclosure outside of the areas of the European Union or the European Economic Area.

## **14. Automated decisions**

No automated decisions are made.

## **15. Safeguards to protect personal data**

☒ The data is confidential.

### **Protection of manual material:**

The research participants' consent forms and hand-written notes are stored in a locked compartment. The consent to participate in the study will be stored securely as long as the data is in an identifiable format. When the data are anonymised or destroyed, the

consent no longer needs to be kept. Notes and the consent forms will be destroyed as data protection material.

Before transcribing the interviews, the audio recordings of the interviews will be saved on username and password-protected computers of the project team members mentioned in this notice.

The anonymised data will be stored according to best practices, good information security and current legislation on OneDrive -cloud service of the University of Lapland protected with username and two passwords.

Personal data processed in IT systems:

☒ username ☒ password ☐ logging ☐ access control

☐ other:

Processing of direct identifiers:

☒ Direct identifiers will be removed in the analysis phase

☐ The material to be analyzed includes direct identifiers. Reason:

## 16. Processing of personal data after the completion of the research

☐ The research material will be deleted

☒ The research material will be archived:

☒ without identifiers ☐ with identifiers

The interview data will be archived without identifiers on OneDrive -cloud service of the University of Lapland protected with username and two passwords. It will be stored up to five years from the completion of the project.

A year after the completion of the project, interview metadata (a descriptive record of the data-gathering process and its content) will, however, be made available to a wider research community as part of project's overall data set in the spirit on open science.

The metadata will be described by using a tool described for this purpose (e.g. Qvain, [fairdata.fi/en/qvain/](https://fairdata.fi/en/qvain/)) and saved to a database of research materials and metadata (e.g. Etsin, [fairdata.fi/en/etsin/](https://fairdata.fi/en/etsin/)).

## 17. Your rights as a data subject, and exceptions to these rights

The contact person in matters concerning the rights of the participant is the person mentioned in section 1 of this privacy notice.

### Rights of data subjects

Right to withdraw your consent (GDPR, art. 7)

You have the right to withdraw your consent if the processing of your personal data is based on consent. Withdrawal of consent does not affect the lawfulness of the processing carried out on the basis of consent before its withdrawal.

#### Right of Access (GDPR, art. 15)

You have the right to know whether your personal data are processed in the research and which of your personal data are processed in the research. You may also request a copy of the personal data processed, if you wish.

#### Right to Rectification (GDPR, art. 16)

If there are inaccuracies or errors in the personal data processed, you have the right to request their correction or completion.

#### Right to Erasure (GDPR, art. 17)

You have the right to request the erasure of your personal data in the following cases:

- a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
- b) you withdraw the consent on which the processing is based and where there is no other legal ground for the processing;
- c) you object to the processing (see below for a description of this right) and there are no overriding legitimate grounds for the processing;
- d) the personal data have been unlawfully processed; or
- e) the personal data have to be erased for compliance with a legal obligation under Union or Member State law to which the controller is subject.

However, there is no right to erasure if the erasure would prevent or seriously undermine the purpose of the processing for the purposes of scientific research.

#### Right to Restrict Processing (GDPR, art. 18)

You have the right to restrict the processing of your personal data in any of the following circumstances:

- a) you contest the accuracy of the personal data, in which case the processing shall be limited for a period of time within which the University of Lapland can verify the accuracy of the personal data;
- b) the processing is unlawful and you oppose the erasure of the personal data and request the restriction of their use instead;
- c) the University of Lapland no longer needs the personal data for the purposes of the processing, but they are required by you for the establishment, exercise or defense of legal claims
- d) you have objected to the processing of personal data (see below for more details), pending verification of whether the controller's legitimate grounds override those of the data subject.

#### Right to Data Portability (GDPR, art. 20)

You have the right to receive the personal data you have provided to the University of Lapland in a structured, commonly used and machine-readable format, and have the right to transmit those data to another controller without the University of Lapland's hindrance,

where the legal basis for the processing is consent or a contract, and the processing is carried out automatically. If you use your right to transfer data portability, you have the right to have the personal data transferred directly from one controller to another, where technically possible.

#### Right to Object (GDPR, art. 21)

You have the right to object the processing of your personal data if the processing is based on a public interest or a legitimate interest. In this case, the University of Lapland may not process your personal data unless it can demonstrate compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or where it is necessary for the establishment, exercise or defense of legal claims. The University of Lapland may also continue to process your personal data where it is necessary for the performance of a task carried out in the public interest.

#### Exceptions to rights

The rights described in this paragraph may be derogated from in certain individual cases on the grounds defined in the General Data Protection Regulation and the Finnish Privacy Legislation to the extent that these rights prevent or greatly hinder the achievement of a scientific or historical research purpose or a statistical purpose. The need to derogate from the rights will always be assessed on a case-by-case basis.

#### **Right to lodge a complaint**

You have the right to submit lodge a complaint with the Data Protection Ombudsman's Office if you think your rights have been breached.

Contact details:

#### **Data Protection Ombudsman's Office (Tietosuoja-valtuutetun toimisto)**

Link: [Notification to the Data Protection Ombudsman](#)

Visiting address: Lintulahdenkuja 4, 00530 Helsinki

Postal address: P.O. Box 800, 00531 Helsinki, Finland

E-mail: tietosuoja(at)om.fi

Switchboard: +358 (0)29 566 6700

Registry: +358 (0)29 566 6768