

## Privacy statement: REPAIR

Date: 7 November 2022

The Vrije Universiteit Amsterdam (hereinafter: "VU") attaches great importance to the protection of your privacy and the security of your personal data. In this privacy statement we describe how we handle your personal data in the Jean Monnet project REPAIR funded by the European Union within the framework of its Erasmus+ programme and hosted by Vrije Universiteit Amsterdam]. We process your personal data in accordance with applicable privacy legislation, including the General Data Protection Act (hereinafter: "GDPR ")and the General Data Protection Implementation Act.

### 1. Who is responsible for the processing of my personal data?

Stichting VU is responsible for the data processing operations described in this privacy statement. Stichting VU maintains the Vrije Universiteit Amsterdam as a privately run university in accordance with the Higher Education and Research Act of The Netherlands ('*Wet op het hoger onderwijs en wetenschappelijk onderzoek*'). Stichting VU has its registered office at De Boelelaan 1105 in (1081 HV) Amsterdam and is registered with the Chamber of Commerce under number 53815211.

### 2. What (categories of) personal data will be processed?

We will process the following personal data:

- a. Name;
- b. Email address;
- c. Institutional affiliation
- d. Attendance information of seminars, lectures or public events of REPAIR

### 3. For which purposes are my personal data processed, and on the basis of which legal grounds?

The personal data will only be used for the following purposes:

- a. To send you an online meeting invitation to the seminar, lecture or public event of REPAIR to which you have registered; and
- b. To present attendance records to the European Commission within the required reports of the Jean Monnet Module or the auditing services they have hired. ;

We process your personal data on the basis of the following legal grounds:

- You have given consent to the processing of your personal data. In that case you have the right to withdraw your consent at any time by contacting us via the contact details below.

### 4. Who has access to my personal data?

The personal data will only be accessed by employees of the VU who by reason of their function have a role in the processing of your personal data for the abovementioned purposes and for whom it is necessary that they have access to the personal data.

### 5. Will my personal data be shared with third parties?

The following categories of personal data may be shared with the European Commission:

Attendance records of the seminar may be shared with the funder of the project (European Commission ) for accountability purposes;

When processing your personal data, we may make use of service providers (processors) who process your personal data on behalf of and under the responsibility of the VU. The VU concludes processing agreements with these service providers to ensure that your personal data is processed carefully, securely and in accordance with the General Data Protection Regulation (GDPR). We remain solely responsible for these processing activities.

**6. Will my personal data be transferred to countries outside of the European Economic Area?**

No, your personal data will not be transferred to international organisations or countries outside the European Economic Area (EEA). The EEA includes all EU countries plus Norway, Liechtenstein and Iceland. Transfers of personal data between these countries are not subject to additional rules under the General Data Protection Regulation (GDPR).

**7. For how long will my personal data be retained?**

We will not retain your personal data for longer than is necessary to achieve the predetermined purposes or as long as required by law.

Categories of personal data	Retention period
Name and e-mail addresses	Until three years after completion of REPAIR funding, i.e. until 2028
Attendance record of seminar	Until three years after completion of REPAIR funding, i.e. until 2028

**8. How will my personal data be secured?**

The VU takes appropriate technical and organizational measures to protect your personal data against loss and any form of unlawful processing. All data will be stored on VU storage that is only accessible to authorized personnel who are authenticated through multi factor authentication (MFA).

**9. Who can I contact with questions about the processing of my personal data?**

You can ask questions about how we process your personal data via [o.terzi@vu.nl](mailto:o.terzi@vu.nl) ] or [+31-20-598 42 03 .

**10. How can I exercise my privacy rights?**

On the basis of the GDPR you have the right – under certain conditions – to access your personal data that we process, to correct your personal data if it contains factual inaccuracies, to delete your personal data, to limit the processing of your personal data, to portability of your personal data and to object to the processing of your personal data.

If you wish to exercise any of these privacy rights, you can contact the Data Protection Officer of VU Amsterdam via:

Data Protection Officer  
De Boelelaan 1105  
1081 HV AMSTERDAM  
[functienarisgegevensbescherming@vu.nl](mailto:functienarisgegevensbescherming@vu.nl)

To be able to deal with your request, you may be asked to identify yourself on the basis of additional personal data that the VU has of you. If this method of identification is not possible, you may be asked to identify yourself with an identification card. In this way it will be verified that the request has been made

by the right person. If you are not satisfied with the way in which we deal with your personal data, you always have the right to submit a complaint with a supervisory authority.