

## 1. Title, nature and duration of research

Title of research: Who are the members of learned societies? Survey for scholars and society members

- Case study  
 Follow-up study

Duration of research: 1.2.2022-1.6.2022

Duration of data processing: 1.3.2022-1.6.2022

## 2. Data controller

Federation of Finnish Learned Societies  
Address: Snellmaninkatu 13, 00170 Helsinki  
Phone number: (09) 228 691  
Email: tsv(at)tsv.fi

## 3. Contact person regarding the research registry

Name Elina Late  
Address Snellmaninkatu 13, 00170 Helsinki  
Phone number (09) 228 691  
E-mail address Elina.late(at)tsv.fi

## 4. Principal investigator or research group

Name Elina Late  
Address Snellmaninkatu 13, 00170 Helsinki  
Phone number (09) 228 691  
E-mail address Elina.late(at)tsv.fi

## 5. Content of research records

Data is collected in a survey format. The survey is assigned to researchers who are working in Finland and to members of Finnish learned societies. The questions included in the questionnaire concern background information of the respondents (i.e. age, gender, Finnish citizenship, language skills, region of living in Finland, education, field of education, type of employee organization, work status, use of scientific knowledge), membership of Finnish and international learned societies and reading practices of scholarly journals. Respondents willing to participate on a draw are asked to leave their email address to be contacted later.

## 6. Sources of personal data

From which sources are data being gained or collected: Data is collected from the respondents. The respondent may choose to provide the requested information and are free to decide on which questions wants to answer.

## 7. Purpose of processing personal data

The purpose of processing personal data is scientific research. Collected data are used for statistical analyses applying distributions and means. Variables can be cross-tabulated. Results are reported in a way that individual respondents cannot be identified. Email addresses are collected for contacting those respondents participating on a draw. After this, email addresses are deleted and will not be shared with third parties. Email addresses are not used in the analyses nor connected with other variables.

The organisations listed in Section 1 serve as Joint Controllers that jointly determine the purposes and means of processing personal data.

## 8. Lawful basis for processing personal data

*The lawful basis for processing under the EU's General Data Protection Regulation, Article 6 Paragraph 1, and the Personal Data Act, Section 4:*

- Public interest or the exercise of official authority
  - Scientific or historical research purposes or statistical purposes
  - Archiving of materials relating to research or cultural

- Consent

How consent can be cancelled: Respondents are able to stop willing to survey at any point.

## 9. Sensitive personal data (special categories of data and criminal records)

- No sensitive personal data will be processed during the research project

Will personal data concerning criminal convictions and offences be processed during the research project?

- No
- Yes

## 10. Transfer or disclosure of data outside the EU/EEA

Will data stored in the research records be transferred to a country or an international organisation that is located outside the EU/EEA?

- No

## 11. Automated decision-making

Decisions will not be made by automated means.

EU General Data Protection Regulation (EU  
2016/679), art. 12, 13, 14

## 12. Data protection principles

Protection of manual materials (e.g. paper documents):

- In a locked room
- In a locked cupboard
- Other, please specify: Kirjoita tekstiä napsauttamalla tai napauttamalla tätä.

Protection of digital materials (e.g. information systems and equipment):

- usernames
- password
- multi-factor authentication (MFA)
- access management (IP address)
- collection of log data
- physical access control
- other, please specify

Processing of data that directly identifies an individual:

- Directly identifiable data will be removed during the analysis stage
- The materials will be pseudonymised
- The materials will be analysed without removing directly identifiable data, because (please provide the reasons for retaining personally identifiable data): Kirjoita tekstiä napsauttamalla tai napauttamalla tätä.

## 13. Processing of personal data after the research project has been concluded

- The research records will be destroyed
- The research records will be anonymised and archived without personally identifiable data
- The research records will be archived without anonymisation

Where will the research materials be stored and for how long: Permanently to the Finnish social science data archive for research use.

## 14. Data subjects' rights and possible restriction thereof

Data subjects have the following rights under the EU's General Data Protection Regulation (GDPR):

EU General Data Protection Regulation (EU 2016/679), art. 12, 13, 14

- Right of access
  - o Data subjects are entitled to find out what information the University holds about them or to receive confirmation that their personal data is not processed by the University.
- Right to rectification
  - o Data subjects have the right to have any incorrect, inaccurate or incomplete personal details held by the University revised or supplemented without undue delay. In addition, data subjects are entitled to have any unnecessary personal data deleted from the University's systems.
- Right to erasure
  - o In exceptional circumstances, data subjects have the right to have their personal data erased from the Data Controller's records ('right to be forgotten').
- Right to restrict processing:
  - o In certain circumstances, data subjects have the right to request the University to restrict processing their personal data until the accuracy of their data, or the basis for processing their data, has been appropriately reviewed and potentially revised or supplemented.
- Right to object
  - o In certain circumstances, data subjects may at any time object to the processing of their personal data for compelling personal reasons.
- Right to data portability
  - o Data subjects have the right to obtain a copy of the personal data that they have submitted to the University in a commonly used, machine-readable format and transfer the data to another Data Controller.
- Right to lodge a complaint with a supervisory authority
  - o Data subjects have the right to lodge a complaint with a supervisory authority in their permanent place of residence or place of work, if they consider the processing of their personal data to violate the provisions of the GDPR (EU 2016/679). In addition, data subjects may follow other administrative procedures to appeal against a decision made by a supervisory authority or seek a judicial remedy.

Contact information:

**Office of the Data Protection Ombudsman**

Street address: Ratapihantie 9, 6th floor, 00520 Helsinki, Finland

Postal address: PO Box 800, FI-00521 Helsinki, Finland

Switchboard: tel. +358 29 56 66700

Fax: +358 29 56 66735

Email address: [tietosuoja@om.fi](mailto:tietosuoja@om.fi)

The Data Controller follows a GDPR-compliant procedure for responding to subject access requests.