

Solenovo Ltd.

SoleMove Privacy Policy

Sections 10 and 24 of the Personal Data Act
(523/1999) (until 25 May 2018)

EU Data Protection Regulation 2016/679

Protection of Privacy

12.6.2023



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1 System provider's Contact person for register matters	Name Juuso Enjala, CEO, Solenovo Ltd
	Address Solenovo Oy, Kauppakatu 28, 80100 Joensuu
	Other contact information (phones, emails) juuso.enjala@solenovo.fi
2 Name of the Register	SoleMove SoleGrant
3 Purposes of personal data processing	<p>The data content of the SoleMove system consists of the data required for the application, processing and reporting of international student and staff exchanges.</p> <p>The information content of the SoleGrant system consists of the information required for the processing of grant applications and the payment of grants.</p>
4 Information content of the register	<p>SoleMove: Registered persons are exchange students, staff representatives applying for exchanges, staff representatives processing applications, and contact persons at partner universities.</p> <p>Name, contact details and date of birth of the staff representatives handling the applications will be recorded.</p> <p>The name and contact details, date of birth, student number, personal identity number, gender, home university, nationality and mother tongue of the applicants for the exchange are recorded.</p> <p>The name, contact information, citizenship, and home university of the contact persons are stored.</p>



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	<p>SoleGrant: Registered are grant application and installment processors, as well as grant applicants.</p> <p>The name and contact details of the application and installment handlers are stored.</p> <p>Grant applicants' name and contact information, student number, personal identity number, date of birth, home municipality, home university, and bank contact information are stored.</p>
5 Regular sources of information	<p>Personal information can be created in the following ways:</p> <ol style="list-style-type: none">1) the applicant / student enters himself / herself2) included in the conversion material3) a staff representative enters4) authentication service returns5) integration from the teaching planning system6) integration from the study administration system7) integration from the study information service
6 Regular disclosures	<p>The controller is responsible for the disclosure of data and the policy on the use of data. The processor of personal data will not disclose the data without the authorization of the controller.</p>
7 Data transfer outside Eu and EEA	<p>The controller is responsible for data transfer and data access policy. The processor of personal data will not transfer data without the authorization of the controller.</p>



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8 Registry security principles	<p>A. Manual materials</p> <p>It is possible for users to generate data from the register as pdf or csv reports and print them on paper. The functions of using the printouts are the responsibility of the controller. The processor of personal data will not print the data of the data subjects without the authorization of the registrar.</p> <p>B. Information processed in the system</p> <p>The data of the registrants is protected by usernames and passwords as well as user roles. The registrar's own personnel log in via the AD service under the registrar's responsibility and any external parties authorized by the registrar (e.g. guardians) by logging in locally to the registry.</p>
9 The right of inspection	<p>Every data subject has the right to inspect the information stored in the register. The request must be made to the controller.</p>
10 Right to demand information correction	<p>Every registered subject has the right to demand the correction of incorrect information stored in the register. The request must be made to the controller.</p>



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11 Other rights relating to personal data processing	<p>Every registered data subject shall have the right to object to the processing of personal data concerning him or her in relations to direct mails and profiling. Every data subject shall have the right, on grounds relating to his or her personal circumstances, to object to the processing of personal data concerning him or her if the personal data are processed for the performance of a task carried out in the public interest or in the exercise of official authority. If the activities of the controller involve such processing of personal data, then the data subject must address the request to the controller. In addition, every data subject has the right to request the deletion of personal data or the restriction of processing.</p>
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