

A RESEARCHER'S PRIVACY REFERENCE CARD

General Data Protection Regulation (GDPR)

WHY? / WHAT?

INFORMATIONAL PRIVACY

Protection of personal data

Everyone has the right to the protection of personal data concerning him or her. Such data must be processed fairly for specified purposes and on the basis of the consent of the person concerned.

PURPOSE LIMITATION

Personal data shall be collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall not be considered to be incompatible with the initial purposes.

DATA PROTECTION IMPACT ASSESSMENT

A data protection impact assessment is performed to evaluate, in particular, the origin, nature, particularity and severity of the risk to the rights and freedoms of natural persons.

The outcome of the assessment should be taken into account when determining the appropriate measures to be taken in order to process the personal data.

STORAGE LIMITATION

Personal data shall be kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes.

Privacy is a fundamental right.

Article 8, Charter of Fundamental Rights of the European Union: Protection of personal data.

In a practical sense: what is privacy and data protection? What are the key concepts that I should be aware of?

PERSONAL DATA?

'Personal data' means any information relating to an identified or identifiable natural person ('data subject').

LAWFULNESS OF PROCESSING

Processing of personal data is lawful if the data subject has given consent to the processing of his or her personal data for one or more specific purposes.

INFORMED CONSENT

Consent should be given by a clear affirmative act establishing a freely given, specific, informed and unambiguous indication of the data subject's agreement to the processing of personal data relating to him or her, such as by a written statement, including by electronic means, or an oral statement.

It is often not possible to fully identify the purpose of personal data processing for scientific research purposes at the time of data collection. Therefore, data subjects should be allowed to give their consent to certain areas of scientific research when in keeping with recognised ethical standards for scientific research.

DATA MINIMISATION

Personal data shall be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.

PSEUDONYMISATION

Pseudonymisation of personal data is one of the measures that can reduce the risks to the data subjects concerned, and help controllers and processors to meet their data-protection obligations.



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SUPPORT

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BE A TRUSTWORTHY RESEARCH PARTNER

Your focus on respecting fundamental rights and freedoms will not go unnoticed by research funders, research partners and the general public.

PROTECT DATA SUBJECT'S RIGHTS

Be transparent about what happens with the data subjects' data.

LIMIT LIABILITY

Data subjects are to be fully and effectively compensated for the damage they suffer with regards to the processing of their personal data.

Controllers or processors involved in this processing are to be held liable for the entire damage. Furthermore, penalties including administrative fines are to be imposed for any infringement of the data subject's fundamental rights and freedoms.

AVOID BAD PRESS

Damage to your reputation or your university's reputation, due to data leaks or other cases in which data protection was inadequate, is, for obvious reasons, generally undesirable.

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Article 8, Charter of Fundamental Rights of the European Union: Protection of personal data.

In a practical sense: why should I care about privacy and data protection in my research?

ACT IN ACCORDANCE WITH THE LAW

Natural persons, whatever their nationality or residence, have the fundamental right to the protection of their personal data.

Processing of this data for archiving purposes in the public interest, academic or historical research purposes or statistical purposes, shall be subject to appropriate safeguards for the rights and freedoms of the data subject. Those safeguards shall ensure that technical and organisational measures are in place, in particular in order to ensure respect for the principle of data minimisation.

TO BE ELIGIBLE TO EXTERNAL RESEARCH FUNDING

Research funders stipulate applying personal data protection practices in their funding conditions.

BE A TRUSTWORTHY RESEARCHER

Be trustworthy by using the subject's data with integrity, as a shared responsibility within the research institute.

SHARE, ARCHIVE, PUBLISH RESEARCH DATA

Applying personal data protection practices which no longer permit the identification of data subjects ensures usage and reuse of your research data, which enables relevant data citations, thus providing visible credits for your work.

