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Deliverable

## D9.5 POPD – Requirement No. 9



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Dissemination Level		
PU	Public, fully open	<input type="checkbox"/>
CO	Confidential, restricted under conditions set out in Model Grant Agreement	<input checked="" type="checkbox"/>
CL	Classified	<input type="checkbox"/>

## Notices

For information, please contact the project coordinator, Prof Giulio Jacucci, e-mail [giulio.jacucci@helsinki.fi](mailto:giulio.jacucci@helsinki.fi).

This document is intended to fulfil the contractual obligations of the CO-ADAPT project, which has received funding from the European Union's Horizon 2020 Programme, concerning deliverable D9.5 described in contract 826266.

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## Table of Revisions

Version	Date	Description and reason	Author	Affected sections
0.1	January 2019	First request for content from partners	Giulio Jacucci (UH)	1.1
0.2	27.02.2019	Additional information from partners	Giulio Jacucci (UH)	
1.0	28.02.2019	Final version	Giulio Jacucci (UH)	

## Partners

- 1 HELSINGIN YLIOPISTO (UH)
- 2 TYÖTERVEYSLAITOS (FIOH)
- 3 INNOVATION SPRINT (INNO)
- 4 UNIVERSITA DEGLI STUDI DI TRENTO (UNITN)
- 5 UNIVERSITA DEGLI STUDI DI PADOVA (UNIPD)
- 6 IDEGO SRL (IDEGO)
- 7 BNP SRL (BNP)
- 8 AALTO KORKEAKOULUSAATIO SR (AALTO)
- 9 ETSIMO HEALTHCARE OY (ETSH)
- 10 ELECTROLUX ITALIA SPA (ELUX)

## Author(s)

- Professor Giulio Jacucci, University of Helsinki, project coordinator

## Table of Contents

Table of Revisions .....	3
Partners.....	3
Author(s) .....	3
Table of Contents.....	4
1 Objectives.....	5
1.1 List of DPOs per beneficiary .....	5
1.2 Data Protection policy.....	6
2 Summary .....	7

## 1 Objectives

The objective of this deliverable is to confirm the appointing of Data Protection Officers (DPO) and explain our data protection policy.

### 1.1 List of DPOs per beneficiary

Five of our partners, who process and/or store large amounts of personal data, have appointed DPOs. They will be in charge of monitoring performance and providing advice on the impact of data protection efforts. In addition, they will maintain comprehensive records of all data processing activities.

Table 1. DPOs and contact details

Partner	DPO	Details	E-mail
FIOH	Spezialized researcher Simo Virtanen	Topeliuksenkatu 41B, 00250 Helsinki, Tel. +358 43 825 6330	simo.virtanen@ttl.fi
UH	Professor Giulio Jacucci	Department of Computer Science P.O. Box 68 (Gustaf Hällströmin katu 2b) FI-00014 University of Helsinki Finland, Tel. +358 29 415 1153	giulio.jacucci@helsinki.fi
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## **1.2 Data Protection policy**

Most participants in the co-design and implementation stages of the project will be older users. Participants in all stages of the research will be given informed consent about the research objectives.

The project will make use of a mixture of data collection methods. All data collected through these methods will be kept confidential and will be stored on secured servers. If any of the materials in which participants could be identified are to be used in academic or educational (classroom) settings, the participants need to provide separate consent for this use.

To collect and store data effectively and ethically, in all studies (lab experiments and field studies), CO-ADAPT will develop a data management plan this will serve also to guide the implementation of WP4 the data gathering platform and GDPR compliance. As this plan will define, no private data of participants will be kept, and all communication of the collected data will be anonymized. No personal information that could identify participants will be used in any dissemination at any time. Only data relevant for the study will be collected.

To ensure data protection, the CO-ADAPT data management plan and methodology constitutes of a detailed plan to handle personal data collected during the research. Transmission of personal data over open communication channels will be done in encrypted form only. The data collected in the project will not be accessible from the Internet. The people working with the data will have to have a unique password to access the database for security purposes. In all phases of CO-ADAPT, these crucial ethical and legal aspects will be taken into account. As a further measure to ensure compliance with legal and ethical conduct with private data, CO-ADAPT will provide a mandatory training session on data privacy for all CO-ADAPT researchers at the project kick-off and three further ones before the start of the user studies (T8.4). The consortium is committed to maintain strict rules of privacy and prevent all personal data from being abused or leaked. Under no circumstances, the consortium will provide, give or sell any information on its users to any third party (data will not be used under any circumstances for commercial purposes).

More detailed information regarding data management and protection can be found in the Grant Agreement on pages 206-218.

## 2 Summary

5 partners out of 10 involved in the CO-ADAPT project have appointed DPOs. The contact details of the DPO are made available to all data subjects involved in the research. An overview of data protection can be found in this deliverable D9.5 and a more detailed description is available in the Grant Agreement (on pages 206-218).