

Privacy Statement

SensUs Student Competition 2023



Effective as of 05-12-2022

As the organization of SensUs, we greatly value transparency in what we do. It is in our ethics to respect the privacy of students, members of the organization and other parties whose personal data we process. This statement is a means to communicate our motivations clearly and in an understandable manner.

The SensUs Organization has been in contact with the Data Protection Officer (DPO) of Eindhoven University of Technology and the Legal Desk of The Gate Brainport Eindhoven in drafting this policy. The latest version of this privacy statement can be found on the SensUs website, i.e. <https://www.sensus.org/regulations>.

The SensUs Organization processes personal data for purposes including administrative tasks (e.g. towards the competition) and operational management to protect legitimate interests of SensUs and third parties. The SensUs Organization will adequately protect the personal data it processes, e.g. by enabling two-factor authentication as an added security layer.

Personal data refers to information about an identified or identifiable natural person. If any personal information is stored with non-personal information, the combination will be considered as personal information. If the SensUs Organization removes all personal information from a set of data, then the remaining data is non-personal information.

1. Contact details

Responsible for the processing of personal data is:

SensUs Organization
Matrix, Groene Loper 10
Postbus 513
5612 AV Eindhoven, The Netherlands

The secretary can be reached through contact@sensus.org.

Please contact the SensUs Organization if you have any questions regarding the privacy statement, practices of the SensUs Organization, or if you are seeking to exercise any of your statutory rights.

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2. Rights of data subjects

The General Data Protection Regulation (GDPR) gives you rights with which you can exercise control over the processing of your personal data. A request for information, inspection, rectification, addition, removal or restriction of the processing can be submitted in writing to contact@sensus.org. The request will be responded to as soon as possible, but no later than four weeks after its submission. If the period of four weeks is not reasonably feasible, you will be informed thereof within this period.

The SensUs Organization implements appropriate technical and organizational measures to ensure and to be able to demonstrate that processing is performed in accordance with GDPR legislation. An example of this is enabling two-factor authentication for the SensUs Organization and SensUs Organization Alumni who have access to the personal data as an added security layer. These measures are to be reviewed and updated where necessary, in accordance with the DPO of Eindhoven University of Technology.

The SensUs Organization ensures that the information and communication are provided to you or any data subject in a concise, easily accessible and understandable way, and in a clear and plain language. The language will be attuned to the target group.

3. Definitions

- 3.1 **SensUs, SensUs 2023**, and the **SensUs Student Competition** are defined as the SensUs project as a whole.
- 3.2 The **SensUs Organization** is defined as the group of students responsible for organizing the SensUs Student Competition.
- 3.3 A **SensUs Team** or **team** is defined as a group of students participating in the SensUs Student Competition.
- 3.4 The **SensUs Innovation Days** are defined as the period when all teams gather in Eindhoven (The Netherlands) to conclude the SensUs Student Competition.
- 3.5 The **SensUs Event** is defined as the period of the SensUs Innovation Days open to the public.
- 3.6 The **Eindhoven Testing Event (ETE)** or **Testing Event** is defined as the period during the SensUs Innovation Days where the teams compete with each other by utilizing their biosensor prototypes.

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- 3.7 The **Distributed Testing Event (DTE)** is defined as the period before the SensUs Innovation Days where the teams compete with each other by utilizing their (preliminary) biosensor prototypes to practice for the Eindhoven Testing Event.
 - 3.8 A **team supervisor** is defined as the university professor (full, associate, or assistant) who has sole educational end-responsibility for the activities of a SensUs team.
 - 3.9 A **team coach** is defined as a person with a coaching or guiding role toward a SensUs Team.
 - 3.10 The **team captains** are defined as the students in a team who act as the first point of contact with the SensUs Organization.
 - 3.11 The **SensUs website** is defined as the main website of SensUs: <https://www.sensus.org>
 - 3.12 The **SensUs Digital Platform** is defined as the website of SensUs where among other things the SensUs Event is streamed and results are published: <https://digital.sensus.org>
 - 3.13 The **Team Results Document** is defined as the document containing information provided by every team regarding the biosensor system and assay designs, technological feasibility, originality, translation potential and contributions.
 - 3.14 The **Team Information Document** is the medium that is used to provide and collect information. Only the SensUs Organization can access the Team Information Document.

4. What data SensUs collects, and why

By providing personal data directly to the SensUs Organization in any way, you give the SensUs Organization permission to process your data for the purposes listed below.

4.1 Sharing personal information with SensUs partners

It is at the discretion of the SensUs Organization to share personal information with SensUs partners. In doing so, the SensUs Organization keeps in mind the seven principles of the GDPR, particularly the purpose, limitation, and minimization of the shared data.

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4.2 Students (participants of the SensUs Student Competition)

- **Full name.** For team composition. Names will be displayed on the SensUs website unless an objection is made.
- **Team photo.** For team composition. The team photo will be displayed on the SensUs website unless an objection is made.
- **Personal photo.** For team composition.
- **University email address.** For contact purposes, e.g. Feedback Moments.
- **Non-university email address.** For contact purposes regarding alum status and alums activities.
- **University, study, date of graduation.** For participation in the SensUs Student Competition.
- **Date of birth.** For administration purposes.
- **Phone number.** For contact purposes. If the team captain and team members choose to, they can be contacted through WhatsApp (Facebook Inc.) or WeChat.
- **Signature.** For participation in the SensUs Student Competition.
- **Assignments and documents.** For participation in the SensUs Student Competition and educational reasons.

4.2.1 Sources

Provided by the data subject, e.g. through email.

4.2.2 Receivers

The SensUs Organization has access to the folder in Google Drive containing the Team Information Document and emails containing personal information. The SensUs Organization Alumni have access to the folder in Google Drive containing the Team Information Document. No personal data is shared with third parties unless specific consent has been asked and given.

4.2.3 Retention period

Personal data in administration is retained up to 3 years after the SensUs Innovation Days. However, contact information (full name, email address, and non-university-related email address) will be retained indefinitely for contact purposes unless an objection is made. Information on the SensUs website, i.e. names, team photos, and documents (e.g. Team Results Document and posters), are shown for ten years and retained indefinitely for archival purposes. Financial documents are kept for ten years. Non-personal data is stored indefinitely.

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4.3 Students (participants of the SensUs Innovation Days)

In addition to the data above, more information is needed for participation in Eindhoven or online:

- **Full name, date of birth, team, university.** For contact purposes and administration.
- **Phone number.** For contact purposes.
- **Email address.** For contact purposes.

4.3.1 Sources

Provided by the data subject.

4.3.2 Receivers

The SensUs Organization has access to the folder in Google Drive containing the data above and the emails containing personal information. The SensUs Organization Alumni have access to the folder in Google Drive containing their data. No personal data is shared with third parties unless specific consent has been asked and given.

4.3.3 Retention period

Personal data is retained up to six months after the SensUs Innovation Days.

4.4 Supervisor and Coaches of a SensUs Team

- **Name.** For contact purposes.
- **Email address.** For contact purposes.
- **Signature.** For signing the TRD.

4.4.1 Sources

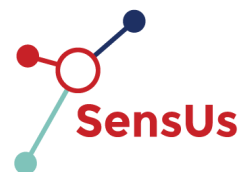
Provided by the data subject, e.g. through email.

4.4.2 Receivers

The SensUs Organization has access to the folder in Google Drive containing the data above and the emails containing personal information. Likewise, the SensUs Organization Alumni have access to the folder in Google Drive containing their data. No personal data is shared with third parties unless specific consent has been asked and given.

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4.4.3 Retention period

Personal data is retained up to 3 years after the SensUs Innovation Days. Information on the SensUs website, i.e. names and documents (e.g. Team Results Document), are shown on the website indefinitely.

4.5 Attendees of the SensUs Event

- **Name.** For identification purposes.
- **Email address.** For contact purposes, e.g. sending of a feedback form and newsletter.
- **Category of occupation.** (e.g. student, industry.) For analytical purposes.

4.5.1 Sources

Provided by the data subject, e.g. through the registration form.

4.5.2 Receivers

The SensUs Organization and SensUs Organization Alumni have access to the list of registrations and the people at the information booth at the SensUs Event. No personal data is shared with third parties unless specific consent has been asked and given.

4.5.3 Retention period

Names, email addresses, and occupation categories will remain indefinitely until the data subject is unsubscribed from the newsletter.

4.6 Partners

- **Name, email address, phone number.** For contact purposes and administration.
- **Company.** For contact purposes and administration.
- **Personal photo.** For promotional purposes.

It is at the discretion of the SensUs Organization to share on request names, email addresses, phone numbers, and company names to other partners of SensUs for the primary purpose of connecting and networking.

4.6.1 Sources

Provided by the data subject, e.g. through the registration form or company website.

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4.6.2 Receivers

The SensUs Organization has access to the folder in Google Drive containing the data above and the emails containing personal information. The SensUs Organization Alumni have access to the folder in Google Drive containing the personal data. No personal data is shared with third parties unless specific consent has been asked and given.

4.6.3 Retention period

Personal data is retained up to 3 years after the SensUs Innovation Days. However, contact information will be retained indefinitely until the data subject unsubscribes for the CRM.

4.7 Jury members

- **Name, email address, phone number.** For contact purposes and administration.
- **Company or institution.** For contact purposes and administration.
- **Personal photo.** For Jury composition.

It is at the discretion of the SensUs Organization to share on request names, email addresses, phone numbers, and company names to other partners of SensUs for the main purpose of connecting and networking unless a written objection is made.

4.7.1 Sources

Provided by the data subject, e.g. through email or company website.

4.7.2 Receivers

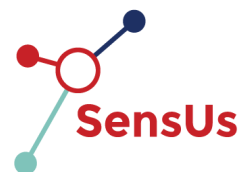
The SensUs Organization has access to the folder in Google Drive containing the data above and the emails containing personal information. The SensUs Organization Alumni have access to the folder in Google Drive containing the personal data. No personal data is shared with third parties unless specific consent has been asked and given.

4.7.3 Retention period

Personal data is retained up to 3 years after the SensUs Innovation Days. However, contact information will be retained indefinitely until the data subject makes a written objection.

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4.8 SensUs High Schools (participating pupils)

- **Full name.** For team composition. Names will be displayed on the SensUs website unless an objection is made.
- **Group photo.** For team composition. The team photo will be displayed on the SensUs website unless an objection is made.
- **High school.** For participation in the SensUs Student Competition.
- **High school and or non-High school email address.** For contact purposes.

4.8.1 Sources

Provided by the data subject, e.g. through email.

4.8.2 Receivers

The SensUs Organization has access to the folder in Google Drive containing contact details and assignment deliverables with personal information. No personal data is shared with third parties unless specific consent has been asked and given.

4.8.3 Retention period

Personal data in administration is retained up to 3 years after the SensUs Innovation Days. However, contact information (e.g. full name and email address) will be retained indefinitely for contact purposes unless an objection is made. Information on the SensUs website, i.e. names, team photos, and documents (e.g. profile project report), are shown and retained indefinitely for archival purposes. Non-personal data is stored indefinitely.

4.9 Voters during SensUs Innovation Days

- **Full name.** For validation and administration purposes.
- **Email address.** For validation and administration purposes.
- **Location.** For validation and administration purposes.
- **Role with regards to the SensUs Competition.** For validation and administration purposes.

4.9.1 Sources

Provided by the data subject, e.g. through the SensUs Website.

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4.9.2 Receivers

All people from the SensUs Organization and SensUs Organization Alumni have access to the Google Drive folder containing the data above. No personal data is shared with third parties unless specific consent has been asked and given.

4.9.3 Retention period

Personal data in administration is retained up to 3 years after the SensUs Innovation Days.

4.10 Visual media

- **Recordings and photos during SensUs Event.** For promotional and archival purposes, e.g. the after movie for the Event.
- **Recordings and photos during the SensUs Innovation Days.** For promotional and archival purposes, e.g. the aftermovie.
- **Recordings and photos during activities organized by the SensUs Organization or in dedication of the SensUs Competition.** For promotional and archival purposes, e.g. photos during the Meet the Partners event.

4.10.1 Retention period

Recordings and photos are retained indefinitely for archival purposes and are shown on the SensUs website for a period of 10 years. Recordings and photos are also posted on Facebook, LinkedIn, Flickr, Instagram and YouTube.