

## **STINT Privacy Policy**

### **1 About STINT**

The Swedish Foundation for International Cooperation in Research and Higher Education, STINT, was set up by the Swedish Government in 1994 with the mission to internationalise Swedish higher education and research.

### **2 About STINT's Privacy Policy**

STINT respects your privacy. In the course of STINT's activities, STINT may process personal data. For example, processing may occur during evaluation processes with respect to applications under STINT's grant and scholarship programs, with respect to internationalisation projects in which STINT participates, administration of participants in seminars organised by STINT or in which STINT participates or for distribution of newsletters about STINT's activities. In this privacy policy ("**STINT's Privacy Policy**"), STINT described its processing of personal data, including the purposes for which personal data is processed, the types of personal data that may be collected and the measures taken by STINT in order to protect personal data.

This is a general privacy policy. It may be supplemented with additional policies or privacy notices for specific activities and processing, for example when photographing at seminars. In such cases this general privacy policy should be read in conjunction with the specific policy or privacy notice provided for that particular activity.

### **3 STINT's processing of personal data and purposes**

STINT processes and handles personal data in accordance with the General Data Protection Regulation (EU) 2016/679 and other applicable legislation for the protection of the personal integrity. Personal data is information which may be used to identify a natural person.

In connection with your contacts with STINT you may provide or we may ask that you provide personal data about yourself. This applies in particular when data needs to be submitted or is requested by STINT in connection with an application under grant and scholarship programs, when you fill out a form on STINT's webpage or choose to register an account, at different events organised by STINT or in which STINT participates, for the administration of newsletters, in connection with surveys conducted by STINT, when you interact with STINT on social media and in other contacts with STINT. The information provided or obtained in connection herewith may include, name, title, postal address, e-mail address, telephone number, social security number, age, gender, university degree, graduation year,

occupational and employment information and other information you choose to disclose. STINT is the personal data controller with respect to the personal that is collected and obtained from you.

STINT processes personal data for the following purposes.

- 1) To administer and process applications for grant and scholarship programs and other similar programs and for the purpose of providing services that is incumbent upon STINT within STINT's mission. The processing of personal data may include initial measures undertaken during the filing of the application, review of the application, and thereafter in connection with publications of granted applications, assessments, analyses, implementation procedures and evaluations.
- 2) To provide service and answers requests about STINT's activities.
- 3) For purposes associated with assessments falling within the scope of STINT's activities, such as evaluations and surveys.
- 4) To send out information about STINT's activities to those who have shown interest and/or via STINT's webpage, subscribed to receive STINT's newsletter.
- 5) For internal administrative purposes, internal statistics as well as to develop and improve STINT's operations.
- 6) In order for STINT to comply with applicable laws, regulations and decisions from authorities. Please note that the provisions of the Swedish Freedom of the Press Act (SFS 1949:105) (Sw: *Tryckfrihetsförordningen*) concerning the principle of public access to official documents applies to documents relating to STINT's activities (see Chapter 2, Section 4, of the Public Access to Information and Secrecy Act (SFS 2009:400) (Sw: *Offenlighets- och sekretesslagen*) and its annex. In connection with STINT disclosing official documents as required by law, personal data may be disclosed to third parties. This may be the case, for example, as regards disclosing of a submitted application or parts thereof.

STINT processes personal data only if there is a legal basis for doing so. When you disclose personal data in order for STINT to administer and manage an application to a program, STINT's processing of the personal data is lawful since it is necessary for the performance of STINT's and your legitimate interest of having the application reviewed, and if it is granted, for publication, implementation and evaluations. The same applies if it is a university, college, academy or another person in the research group that provides information or files the application. If the information is not provided, STINT cannot review the application.

Furthermore, personal data is processed on the basis of a legitimate interest when STINT processes personal data to provide service and answer your questions about STINT activities, for internal administration purposes, internal statistics,

evaluations and surveys. STINT may also process personal data on the basis of STINT's performance of tasks in the interest of the public. For example, data may be processed based on a public interest or a balance of interests when STINT have contact with and addresses individuals holding central positions within Swedish higher education and research and financing thereof.

A further legal basis may be that the data subject has given its consent to the processing, for example for receiving newsletters. The consent may at any time be withdrawn. Yet another legal basis may exist if the data subject and STINT has entered into an agreement. When personal data is processed to comply with obligations under laws, regulations and decisions from authority, for example under the Accounting Act (1990:1075) (Sw: *Bokföringslagen*), will the legal obligation constitute the legal basis for the processing. It may be the case that the same personal data is processed on the basis of several legal grounds.

Within STINT's activities STINT may, in some cases, receive the same categories of personal data as mentioned above from third parties, e.g. from STINT's network of foreign universities, seats of learning, research councils, educational institutions, funding agencies or other similar organisations that STINT cooperate with and which is entitled to disclose the information to STINT. Also, in connection with an application by an individual to a grant or scholarship program, other individuals working in the same project may be mentioned by the individual submitting the application.

STINT retain your personal data only for the period necessary to fulfil the purposes for the processing. Personal data is deleted or anonymized when they no longer are relevant for the purposes they were collected for. STINT is obliged to file and delete documents under the Archives Act (SFS 1990:782) (Sw: *Arkivlagen*) and regulations related thereto.

When you subscribe to STINT's newsletter your contact details will be saved for that purpose only for as long as you choose to receive newsletters. A person that no longer wishes to receive newsletters may contact STINT or can use the unsubscribe function found in every newsletter.

#### **4 Transfer of personal data**

Within the course of STINT's activities, and in order to achieve the above-mentioned purposes of processing, STINT may, in accordance with applicable law, share personal data with third parties that STINT is cooperating with. In connection with the administration and processing of applications for grants and scholarship programs and similar programs, co-operation may occur with foreign universities, seats of learning, research councils, educational institutions, funding agencies or other similar organisations and which are set out or apparent in the announcement, in the application process or otherwise in relation to the project. Furthermore, personal data may be shared with co-organisers at events that STINT organises or participate in according to what is described in the program.

Not all administrative systems and support tools that STINT uses for internal operations are installed locally at STINT and managed by STINT's personnel only. In some cases, for example with respect to STINT's application programs, STINT

uses administrative support tools and systems that require personal data to be stored or in other ways handled by the provider of the tool or system.

With reference to the above, personal data connected to STINT's activities may be transferred to or stored in countries outside the European Economic Area (EEA). Such transfer shall be made in accordance with applicable legislation and require that the country in question has an adequate level of data protection or that there are other sufficient safeguards for a lawful transfer.

Personal data may also be disclosed to authorities under applicable laws and regulations.

## **5 Security measures**

STINT takes all necessary and reasonable technical and organisational security measures to protect your personal data from unauthorised access, disclosure, alterations or destruction. It means that STINT in its operations applies various physical and technical restrictions as regards access to personal data, for example through technical access control systems, the use of firewalls, protection from harmful code, backup systems and other network security measures, the ability to undertake security measures such as encryption and de-identification of personal data. If STINT employs a third-party partner to support STINT's operations, STINT ensures that the partner applies corresponding technical and organisational security measures and that personal data only is processed according to STINT instructions and approval.

## **6 Personal data in relation to social media services**

STINT uses social media services and has currently accounts on Twitter, LinkedIn and YouTube where we inform about parts of STINT's activities. STINT will not accept posts or comments in breach of the law or which have racist, sexual or violent content or contain derogatory opinions. Offensive or inappropriate language, including swearing or personal attacks is not accepted. STINT reserves the right to remove posts and comments that are offensive or otherwise deemed inappropriate.

Please note that information that you choose to disclose through any of the abovementioned social media services and STINT's accounts, including your user name and any profile picture, may become available to other visitors at the webpage and to the public. STINT urges you not to disclose personal information regarding private matters or similar through these social media services.

Furthermore, the mentioned services applies their own terms of use that you need to consider if you use them.

## 7 Cookies

STINT uses cookies for the services that STINT provides via its webpage for statistical evaluation purposes and analysis. Cookies are small pieces of data (text files) stored, for instance, on your computer which enables identification of your computer.

There are two types of cookies; session cookies and permanent cookies. A session cookie is erased automatically when a webpage is shut down. A permanent cookie is stored on your computer for a certain time period. These two types of cookies may be placed on a webpage by different parties (first or third parties) to be stored on your storage device (for example the hard drive of your computer). A first-party cookie is placed by the operator of the webpage you visit or use. A third-party cookie is placed by an operator that do not operate the webpage you visit or use.

Should you not accept cookies, you can adjust the settings in your web browser and, in addition, erase cookies that are stored on your storage device. Most browsers automatically accept cookies; however, you may reject cookies or set your browser to notify you before they are stored. If you reject cookies, it may prevent STINT's webpage to function as intended.

The following table describes the different categories of cookies used by STINT, why they are used and which operator that, for example may place the cookie:

Type of cookie:	Description:	Durability:
<b>Name:</b> PHPSESSID <b>Category:</b> Session <b>Purpose:</b> Application <b>Origin:</b> STINT	Used by the webserver to retrieve the session.	Session
<b>Name:</b> _ga auth_token dnt eu_nc guest_id kdt netpu personalization_id remember_checked_on tfw_exp twid twitter_ads_id <b>Category:</b> Permanent <b>Purpose:</b> Twitter <b>Origin:</b> Twitter	<a href="https://help.twitter.com/en/rules-and-policies/twitter-cookies">https://help.twitter.com/en/rules-and-policies/twitter-cookies</a>	See description
<b>Name:</b> lang <b>Category:</b> Session <b>Purpose:</b> Twitter <b>Origin:</b> Twitter	<a href="https://help.twitter.com/en/rules-and-policies/twitter-cookies">https://help.twitter.com/en/rules-and-policies/twitter-cookies</a>	Session

<b>Name:</b> _ga <b>Category:</b> Permanent <b>Purpose:</b> Statistics <b>Origin:</b> STINT (Google Analytics)	<a href="https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage">https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage</a>	2 years
<b>Name:</b> _gid <b>Category:</b> Permanent <b>Purpose:</b> Statistics <b>Origin:</b> STINT (Google Analytics)	<a href="https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage">https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage</a>	24 hours
<b>Name:</b> CmLanguageID <b>Category:</b> Permanent <b>Purpose:</b> Administration <b>Origin:</b> STINT	Used to store language choice.	1 month
<b>Name:</b> CmUsername <b>Category:</b> Permanent <b>Purpose:</b> Administration <b>Origin:</b> STINT	Used to store the last user name to log in.	1 month

## 8 Register extract requests and right to rectification etc.

You have the right to receive information, free of charge, regarding personal data which STINT has registered and is processing, the origin of the personal data that is processed, the purposes of the processing, and the recipients or categories of recipients to whom personal data have been or may be disclosed, and where possible, the envisage period for which the personal data will be stored (“**Register Extract**”). Upon such request STINT will, moreover, provide information that STINT is obliged to provide under applicable law. A request for a Register Extract must be in writing and signed by you.

Anyone who discovers that personal data registered with STINT is not updated, inaccurate and inadequate or is processed in violation of the abovementioned purposes or applicable law, may request that STINT corrects, block or delete such registered personal data.

Under certain circumstances, you also have the right to request that the processing is restricted or request a copy of your personal data in a structured format (data portability).

Anyone who has given consent to certain processing of personal data may at any time withdraw the consent by contacting STINT. Upon withdrawal of the consent, STINT will terminate the processing which was subject to the consent.

Requests referred to under this section should be sent to STINT according to the

contact details below.

## **9 Amendments to STINT's Privacy Policy**

STINT's Privacy Policy may be amended. If amendments are made to STINT's Privacy Policy which imply any amendments to the way STINT processes your personal data, STINT will inform you of such amendments in an appropriate manner, for example through a message or via email.

## **10 Contact information**

Should you have questions or comments regarding STINT's Privacy Policy, please contact us.

Address: STINT

Att: Data controller (Sw: *Personuppgiftsansvarig*)

Box 3523, 103 69 Stockholm

Telephone: 08-671 19 90

E-mail: [info@stint.se](mailto:info@stint.se)

## **11 Supervision**

The supervisory authority in Sweden is the Swedish Data Protection Authority (Sw: *Datainspektionen*). For further information, please visit [www.datainspektionen.se](http://www.datainspektionen.se).

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