

LIFE OrgBalt PRIVACY POLICY

This privacy policy describes how your personal data will be processed through the LIFE OrgBalt project webpage, through communication materials (mainly surveys and evaluation forms) and organized events. Information will be also given on the rights you have about your personal information and how you can contact us.

What data do we collect?

The Latvian State Forest Research Institute "Silava" with the support of the Association Baltic Coasts, the Lithuanian Research Centre for Agriculture and Forestry, the Latvia University of Life Sciences and Technologies, the Natural Resources Institute Finland, the Ministry of Agriculture of the Republic of Latvia, the Michael Succow Foundation and the University of Tartu, collects the following data:

- Personal identification information (Name, email address, etc.)
- Cookies [see below]
- aggregate, anonymous data on opinions, feedbacks within surveys and evaluation forms

How do we collect your data?

Most of the collected data will be provided directly by you to the Latvian State Forest Research Institute "Silava", the Association Baltic Coasts, the Lithuanian Research Centre for Agriculture and Forestry, the Latvia University of Life Sciences and Technologies, the Natural Resources Institute Finland, the Ministry of Agriculture of the Republic of Latvia, the Michael Succow Foundation and the University of Tartu. We collect data and process data when you:

- Register to services or events (e.g. newsletter, events as a speaker or participants).
- Voluntarily complete a survey, an evaluation form or provide feedback on any of our message boards or via email.
- Use or view our website <https://www.orgbalt.eu/> via your browser's cookies.

How will we use your data?

The Latvian State Forest Research Institute "Silava" with the support of the Association Baltic Coasts, the Lithuanian Research Centre for Agriculture and Forestry, the Latvia University of Life Sciences and Technologies, the Natural Resources Institute Finland, the Ministry of Agriculture of the Republic of Latvia, the Michael Succow Foundation and the University of Tartu collects your data so that we can:

- Keep you updated on the LIFE OrgBalt project's objectives and results, on the organized activities and on all the project's communication activities (e.g. through our newsletter)
- Register you to our organized events upon your request
- Collect feedbacks before, during or after each organized event to ensure quality assurance and to evaluate the efficacy of the LIFE OrgBalt project's communication strategy.

Your data will not be sold to third parties.

Possible recipients are our project partners named on the website, for instance in order to answer your inquiries, to manage surveys and evaluation questionnaires during the events organized in the context of the LIFE OrgBalt project.

Data may be also managed by technical service providers who, in our legitimate interest act as contract processors (pursuant art. 6 GDPR) for the operation, maintenance and, if applicable, the expansion of our website or for the management and sending operations of forms, newsletters and other materials produced within the context of the project to communicate its objectives and results, as well as on-going activities. However, all service providers are contractually obligated to the adherence to the data security.

How do we store your data?

Data will be treated mostly electronically with the exception of paper participant lists and paper forms if necessary, by the Latvian State Forest Research Institute "Silava" with the support of the Association Baltic Coasts.

- Your personal data [name, surname, e-mail] will be kept for the entire duration of the project [from August 1, 2019 until August 31, 2023]. The project's website will also remain active for 5 years after the end of the project as required by the LIFE programme communication guidelines. Once this time period has expired, we will delete your data by cancelling them from all our databases by August 31, 2028.

What are your data protection rights?

Every user is entitled to the following:

- Right of access by the data subject (Art. 15 GDPR) – you have the right to request a copy of your personal data.
- Right of rectification (Art. 16 GDPR) – you have the right to request the modification of any information you consider inaccurate or incomplete.

- Right of erasure („right to be forgotten” - Art. 17 GDPR), you have the right to request the deletion of your personal data under certain conditions.
- Right to restrict processing (Art. 18 GDPR) - you have the right to request us to restrict processing of your personal data under certain conditions.
- Right for data portability (Art. 20 GDPR) – you have the right to request the transfer of your data, under certain conditions.

If you make a request, we have two weeks to respond to you. If you would like to exercise any of these rights, please contact us at our email: info@baltijaskrasti.lv

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology. For further information, visit allaboutcookies.org.

How do we use cookies?

We use cookies in a range of ways to improve your experience on our website, including:

- Understanding how you use our website
- Monitor website visits, to comply with the LIFE OrgBalt Communication strategy requirements.

What types of cookies do we use?

We use Google Analytics to analyze the LIFE OrgBalt website. Google Analytics generates statistics and other information about website usage using cookies stored on users' computers. Information related to our website is used to prepare reports on the use of the website to comply with the requirements of the LIFE OrgBalt project communication strategy. This information is stored by Google. Google's privacy policy is available here: <https://www.google.com/privacypolicy.html>

How to manage cookies

You can set your browser not to accept cookies, and the website “allaboutcookies.org” tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Privacy policies of other websites

The LIFE OrgBalt project website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

The Latvian State Forest Research Institute "Silava" with the support of the Association Baltic Coasts keeps the LIFE OrgBalt project's privacy policy under regular review and places any updates on this webpage <https://www.orgbalt.eu/>. This privacy policy was last updated on 15 April 2020.

How to contact us

If you have any questions about the LIFE OrgBalt project's privacy policy, the data we hold on you, or you would like to exercise one of your data protections rights, please do not hesitate to contact us.

For questions and enquires related to Cookies policy please write an e-mail to: ieva.licite@silava.lv

For questions and enquires related to Privacy policy please write an e-mail to: info@baltijaskrasti.lv

The project "Demonstration of climate change mitigation potential of nutrients rich organic soils in Baltic States and Finland" (LIFE OrgBalt, LIFE18 CCM/LV/001158) has received funding from the LIFE Programme of the European Union and the State Regional Development Agency of Latvia. www.orgbalt.eu

The information reflects only the LIFE OrgBalt project beneficiaries' view and the European Commission's Executive Agency for Small and Medium-sized Enterprises is not responsible for any use that may be made of the information contained therein.