



## **NOTICE OF PERSONAL DATA PROCESSING**

In accordance with clauses 1 and 2 of part two of Article 8, part two of Article 12 of the Law of Ukraine “On Personal Data Protection”, the Branch «Kropyvnytskyi Research and Project Office of Digital Development» of the NGO «Scientific Institution «Digital Agency «E-Ecology» (identification code of a separate subdivision of a legal entity in the Unified State Register of Enterprises and Organizations of Ukraine - 45238609) informs about the owner, the controller, location, composition and purpose of collecting personal data processed using the software tools of the scientific virtual coworking laboratory of artificial intelligence “Central Ukrainian Academic Hub” (hereinafter referred to as the virtual laboratory), including using the mobile application, third parties to whom such personal data is transferred, and the rights of the personal data subject.

The Central Ukrainian Academic Hub, a scientific virtual coworking laboratory of artificial intelligence, was created and put into operation by the NGO «Scientific Institution «Digital Agency «E-Ecology» in cooperation with the Kirovohrad Regional State Administration, Kirovohrad Regional Council, Flight Academy of the National Aviation University, University of Educational Management of the National Academy of Pedagogical Sciences of Ukraine, and the National Academy of Statistics, Accounting and Audit.

1. The owner of the personal data processed using the software tools of the virtual laboratory, including the mobile application, is the holder of the virtual laboratory - the NGO «Scientific Institution «Digital Agency «E-Ecology» (identification code of a separate subdivision of a legal entity in the Unified State Register of Enterprises and Organizations of Ukraine - 40871197).

2. The Personal Data Controller is the NGO «Scientific Institution «Digital Agency «E-Ecology» (identification code of a separate subdivision of a legal entity in the Unified State Register of Enterprises and Organizations of Ukraine - 40871197).

3. Location of personal data at the address of the hosting provider: 1 GB LLC, Main Data Center, 17 Linyina St., 2nd floor, office. 204, Phone +38 (044) 538-15-88.

4. Personal data includes:

Surname

First name

Patronymic

Code of educational or scientific specialty

Phone number

E-mail

Theme of thesis or other work

Place of work or study

Academic title

Link to the ORCID profile

Signature of an individual (scanned copy)

Personal data is collected during the authorization (electronic identification) of a person in a scientific laboratory by directly providing the person with his or her personal data when registering in the virtual laboratory at the Internet address <https://vrlab.space>

Processing of personal data means any action or set of actions, such as collection, registration, accumulation, storage, adaptation, modification, updating, use and dissemination (distribution, sale, transfer), depersonalization, destruction of personal data, performed using the software tools of the virtual laboratory, including the use of a mobile application.

5. The purpose of personal data processing is defined in the public agreement (offer) on joint activities in the scientific virtual coworking laboratory of artificial intelligence “Central Ukrainian Academic Hub” (<https://vrlab.space>).

The purpose of processing (collecting) personal data is

ensuring the functioning of the personal data subject's electronic cabinet in the virtual laboratory;

provision of electronic services using the software tools of the virtual laboratory (including a mobile application), which are requested by the subject of personal data;

ensuring access of the personal data subject to scientific information and information from other open electronic information resources through his/her electronic cabinet in the virtual laboratory;

ensuring that the subject of personal data pays the cost of providing electoral services, as well as making payments for other services using the software tools of the virtual laboratory (including a mobile application); Ensuring the participation of the personal data subject in surveys on the functioning of the virtual laboratory, which are conducted using the software tools of the virtual laboratory (including the mobile application); ensuring the submission, processing and review of electronic scientific papers by personal data subjects using the software tools of the virtual laboratory (including the mobile application); them;

ensuring the submission, processing and review of electronic scientific papers by personal data subjects using the software tools of the virtual laboratory (including the mobile application);

6. The third parties to whom the processed personal data is transferred are: state authorities, authorities of the Autonomous Republic of Crimea, local self-government bodies, enterprises, institutions and organizations belonging to their management, to which the personal data processed may be transferred in accordance with the applicable law; participants/members of payment systems in Ukraine that ensure authorization and execution of money transfers by personal data subjects using the virtual laboratory software (including the mobile application) and to whom the personal data processed is transferred to ensure such transfers;

other persons who apply to the NGO «Scientific Institution «Digital Agency «E-Ecology» and have the right to receive personal data solely on the grounds specified by law.

Personal data shall not be transferred to foreign subjects of relations related to personal data (cross-border transfer of personal data).

Only the user (subject of personal data) has access to the information about the person (personal data) generated by the software tools of the virtual laboratory (including the mobile application) by logging in to the scientific virtual coworking laboratory of artificial intelligence “Central Ukrainian Academic Hub” (<https://vrlab.space>), and only to the information related to such user.

7. Personal data is stored by the NGO «Scientific Institution «Digital Agency «E-Ecology» for the duration of the electronic cabinet of the personal data subject in the virtual laboratory, but not longer than 5 years, unless the legislation provides for a different period of storage.

The personal data of the virtual laboratory users shall be deleted together with the deletion of the electronic cabinet.

8. Pursuant to part two of Article 8 of the Law of Ukraine “On Personal Data Protection”, a personal data subject has the right to: 1) to know about the sources of collection, location of their personal data, the purpose of their processing, location

or place of residence (stay) of the owner or manager of personal data or to give a corresponding order to obtain this information to their authorized persons, except in cases established by law;

2) to receive information on the conditions for granting access to personal data, including information about third parties to whom his/her personal data is transferred;

3) to have access to their personal data;

4) to receive a response on whether his/her personal data is processed no later than thirty calendar days from the date of receipt of the request, except in cases provided for by law, and to receive the content of such personal data;

5) to submit a reasoned request to the personal data controller with an objection to the processing of their personal data;

6) to submit a reasoned request to change or destroy his/her personal data by any owner and manager of personal data, if such data is processed illegally or is unreliable;

7) to protect their personal data from unlawful processing and accidental loss, destruction, damage due to intentional concealment, failure to provide or untimely provision, as well as to protect against the provision of information that is inaccurate or discrediting to the honor, dignity and business reputation of an individual;

8) file complaints about the processing of their personal data to the Ukrainian Parliament Commissioner for Human Rights or to the court;

9) apply legal remedies in case of violation of the legislation on personal data protection;

10) to know the mechanism of automatic processing of personal data;

11) to be protected against an automated decision that has legal consequences for him/her.