Introduction to personal data protection in research

Chiara Tanteri, PhD
Legal Affairs

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Learning objectives

- Discover what personal data protection is
- Understand the main opportunities and constraints of data protection in research
- Know who can support you at EPFL
What is personal data?

- **Personal data** is any information relating to an identified or identifiable natural person (data subject).

- **Sensitive personal data** includes data on: (1) Religious, ideological, political or trade union related views or activities; (2) Health, intimate sphere or racial origin; (3) Social security measures; (4) Administrative or criminal proceedings and sanctions.
Why is it important to protect personal data?

- **Privacy** is a fundamental right, written in the Constitution
- Any data processing not respecting the principles laid down by the law can cause physical, material or immaterial damages, or discrimination
- As **responsible** for the personal data it processes, EPFL:
  - Has the obligation to be compliant with laws and regulations about data protection and to introduce measures to protect data
- All personal data processing is carried out under the **FADP** as well as, where applicable, the **GDPR**
What does the DPO do?

- **Assists, Informs** and **advises** EPFL employees of their obligations under the law.
- **Monitors compliance** of the organisation with all legislation on data protection (e.g. audits, awareness-raising activities, …)
- Acts as **contact point** for requests from individuals.
- **Cooperates** with data protection Authorities and **Coordinates** any crisis management in case of **Data Breach**.

In case of a Data Breach immediately contact the 1234 !

Communication is carried out at EPFL level.
The key principles

Lawfulness
- Legal basis / consent
- Execution of contract
- Vital interests of the individual
- Public interests

Transparency
- Duty to inform

Proportionality / Data minimisation
- Data are adequate, relevant and limited to what is necessary for the purposes for which they are processed

Security
- Adequate measures to ensure the security of the data against loss, unauthorised/illegal processing, destruction, damage

Privacy
- By design and by default

Accuracy
- Accurate and up-to-date data
- All reasonable measures taken

Conservation
- Retention period not exceeding that necessary for the purposes for which the data are processed
Personal data protection as an opportunity for researchers

- The protection of personal data has not to be seen just as a constraint but as a mean and an opportunity to strengthen citizens' confidence in science
- Learning about our obligations is also the opportunity to learn about our rights
Who can support you at EPFL?

Most of the players should be contacted in the initialization phase (plan) of your project.

Research Office
- Administrative management throughout their research projects
- Funding opportunities

IT Admin
- IT security
- Provide services to meet the IT requirements of their faculty and for faculty-specific technology
- Ensures compliance with IT security policies and best practices

Library
- Prepares, reviews and evaluates Data Management Plans

VPA Legal DPO
- Data Protection Impact Analysis
- Legal review of your research projects
- Advises on data protection
Your driving licence in Data Protection

The applicable legal framework

Consent & Rights

Security

The main definitions

Health Data

Open Science

Support
Thank you!

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Contact & credits

- Chiara Tanteri, PhD
  chiara.tanteri@epfl.ch

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