

PRIVACY POLICY

INESC Microsistemas e Nanotecnologias – Instituto de Engenharia de Sistemas e Computadores para os Microsistemas e Nanotecnologias (INESC MN) is a private non-profit association, declared a public utility, active in the areas of scientific research, development and technology transfer and training of students, post-docs and scientists.

INESC MN is committed to protecting the privacy and personal data of data subjects in full compliance with the current data protection legislation, in particular Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April of 2016 ("RGPD").

Therefore, considering the importance of transparency in processing the data of its Employees, Partners and other interested parties, INESC MN has outlined a Personal Data Privacy Policy that covers how information of a personal nature is collected, used, disclosed, transferred and stored, it is imperative to make known the general rules of data processing strictly respecting and complying with the provisions in the current legislation.

PERSONAL DATA AND ITS TREATMENT

"Personal data" means information relating to an identified or identifiable natural person ("data subject"); an identifiable person is considered to be identifiable, directly or indirectly, in particular by reference to an identifier, such as a name, an identification number, location data, electronic identifiers or to one or more specific elements of their physical, physiological, genetic, mental, economic, cultural or social identity (Article 4 of the RGPD).

As part of its activity, INESC MN processes personal data resulting from its relationship with the following groups of persons: employees (contractors, fellows, researchers, trainees and service providers); students, trainees and trainers; representatives of customers and suppliers; partners in research projects; visitors of the institutional site; and other interested parties.

The collection and processing of personal data is done through the execution of contractual documents, in order to comply with legal obligations arising from the activity of INESC MN, the pursuit of their legitimate interests or, also, with the free and express consent of the holders of the data, where applicable.

Depending on the different purposes, the following categories of data are treated by INESC MN: general identification data (name, telephone contact, e-mail address, address, tax identification number, social security identification number, citizen's card number or identity card and validity), bank identification data (bank identification number / IBAN) and professional qualification data (curricular data provided in the curricula vitae available).

In addition, INESC MN - as a training entity or as a partner entity of public and private institutions - will receive personal data from trainees and trainers in the execution of training programs.

Whenever feasible, the personal data generated by the activity of scientific research and technological development will be subject to anonymous treatment.

In the scope of visits to the institutional site of INESC MN and for the purpose of promotional information or the sending of newsletters, general contact data are processed, and cookies may be used to improve and experience the use of the site.

The processing of personal data is done through automatic and manual processes, with the appropriate technological and organizational measures and controls, adequate to their protection and preservation. These measures include the management of authentication and access to systems and installations, the management of user profiles of systems, controlled access to restricted information in any medium, the celebration of confidentiality commitments and professional secrecy with the employees and third parties and the use of more robust techniques such as encryption, when necessary.

In general, personal data are stored for as long as the link with INESC MN lasts for the period necessary to comply with legal obligations or in the pursuit of legitimate interests.

Personal data may be transferred, for the same purposes, to the entities determined by the legislation in force or to third parties.

Whenever personal data are shared with third parties outside the European Economic Area, to recipients of information not referenced as secure, INESC MN undertakes to comply with the provisions of the RGPD as applicable to the transfer of data in question.

Response to requests for access, obtaining, consulting, updating, alteration or delivery of personal data will be ensured, and the removal, restriction and opposition to the processing and termination of automatic processing of personal data for profile management may be requested, where requested, in accordance with the current legislation.

In cases where consent has been given, it can be withdrawn at any time using the contacts below.

The owners of the personal data can complain about the respective treatment, with the National Control Authority.

DATA PROTECTION OFFICER

The Data Protection Officer plays an important role in the protection of personal data, ensuring, among other aspects, the compliance of the processes with the current legislation, as well as verifying compliance with the current Personal Data Privacy Policy and defining clear rules of personal data processing, ensuring that all interested parties are aware of how INESC MN treats such data and what rights they have in this regard.

The Data Protection Officer is also responsible for contact between INESC MN and the National Control Authority, as well as between INESC and third parties in matters relating to the processing of personal data.

For this purpose, if the holder of the personal data needs to contact the data controller of INESC MN, he may do so through written communication addressed to the Data Processing Officer (INESC MN) at: Rua Alves Redol , no. 9, 1000-029 Lisboa or by e-mail to rgpd@inesc-mn.pt.