

Privacy Policy

Last updated on July 17, 2020

1. GENERAL

The Works Research Institute B.V. investigates the effect of spatial sound on human. By gathering deeper and more precise understanding of the effects of sound on our physiological and psychological states, we intend to develop a new paradigm for applications using sound.

Information about The Works: www.theworks.info

2. ABOUT US

The Works Research Institute collaborates with an interdisciplinary team of researchers and scientists in the field of Cognitive Neuro-Science, Neuro-Biology, Neural Computation, Psycho and Physio-Acoustics, Physics, Mathematics, Electro-Acoustics, Audio Computation and Audio Signal Processing.

3. WHAT PERSONAL DATA DOES THE WORKS RESEARCH INSTITUTE PROCESS AND WHY?

3.1 Information that you provide by participating in research

The Works Research Institute only processes information that is necessary to register you as contestant in the research. Where possible, personal data (#1 and #2) will be aggregated, pseudonymized or anonymised. Separately, research data is collected in an anonymised manner.

The information includes:

1. Name including first name and family name, full address, telephone number, e-mail address;
2. Contact details ICE-contact (in case of emergency);
3. Assigned Subject Number (ASN);
4. Age, date of birth, gender, occupation, education;
5. Information on your medical condition;
6. Replies to questionnaires, measured physiologic outcomes e.g. EEG, HRV, ECG, EMG, blood pressure, hormonal responses, respiration, photon emission

3.2 Why does The Works Research Institute process this information (purpose)?

Information #1 to #3 is intended for:

- Identification and traceability of a contestant for sharing outcomes of the research in general;
- Identification and traceability of a contestant for purpose of continued research;
- Identification and traceability of a contestant's ICE contact in case of emergency;

Information #4 to #5 is intended for:

- dichotomous, categorical and ordinal categorization for the purpose of data analysis;

Information #6 is intended for:

- the purpose of the research, i.e. this data helps The Works Research Institute to determine which aspects of spatial sound, and how these aspects, affect human beings.

4. WHICH IMPLEMENTING LAW IS APPLICABLE?

The Works Research Institute is based in the Netherlands. The Works Research Institute is responsible data-controller. The Works Research Institute shall provide services to its customers throughout the European Economic Area. This means that the General Data Protection Regulation applies, including national restrictions and exceptions under Dutch law.

5. THE WORKS RESEARCH INSTITUTE SHARES YOUR PERSONAL DATA WITH THE FOLLOWING THIRD PARTIES

Researchers, respective scientists in the team, may be freelance professionals, hired for the purpose of the research. Research team members will only know you by your ASN. They will handle your data on a high professional level and are mandatory to sign a non-disclosure (confidentiality) agreement. On occasion, we may need to share personal information with third parties. Unless legally obligatory, personal information will be traceable to the ASN only. The Works Research Institute will only share personal information where it is legally permitted or obligatory to do so. If, and when applicable, data processor agreements will be concluded with such third parties, including a confidentiality resp. non-disclosure clause.

6. HOW WE LOOK AFTER YOUR PERSONAL INFORMATION

The Works Research Institute has appropriate technical and organisational security measures in place to protect your personal information against unauthorised or unlawful use and against accidental loss, damage or destruction. We put in place strict confidentiality agreements (including data protection obligations) with our research-team and third-party service providers. We disconnect your personal data (#1 to #3) from research outcomes (#3 to #6), using Assigned Subject Numbers, secured in separate databases.

7. INTERNATIONAL DATA TRANSFERS (INCLUDING TO OUTSOURCED PROCESSORS)

From time to time The Works Research Institute may need to transfer your personal information to data processors, business partners, service providers and other offices located in territories outside of the European Economic Area ("EEA"). The Works Research Institute has appropriate measures in place providing an adequate level of protection. In the case of processing your data outside the EEA, we will ensure an adequate level of protection in accordance with Chapter V of the General Data Protection Regulation.

8. DATA RETENTION

When The Works Research Institute does not have any legal basis left to process your personal data it will be deleted. This concerns #1 and #2 data as mentioned in clause 3.1.

The Works Research Institute retains personal data collected from you where they have an ongoing legitimate need to do so or to comply with statutory retention obligations e.g. the legal limitation period for personal injuries.

9. YOUR DATA PROTECTION RIGHTS

You have the following rights regarding the processing of your personal data (clause 3.1, #1 and #2) by us, unless prohibited by legal grounds, like the administrative obligation to store data for 7 years:

- the right to request whether we process your personal data and, if this is the case, to inspect your personal data;
- the right to rectification of your personal data if they are incorrect or incomplete;
- the right to have your personal data deleted ('right to be forgotten');
- the right to object to the processing of your personal data or to limit the processing of your personal data;
- the right to withdraw consent for the processing of your personal data at any time, if the processing is based on your consent;
- the right to receipt or transfer of your personal data by or to a third party designated by you in a structured, customary and machine-readable form ('right to data portability');

If you wish to exercise any of the rights above, please contact us via the address mentioned in the 'General' section.

Please be aware that to prevent fraud and misuse, we may need to request specific information from you to help us confirm your identity. We may also contact you to ask you for further information in relation to your request. If you wish to inspect personal data linked to a cookie, please make sure to include a copy of the relevant cookie. You will find the cookie in your browser settings.

Within a month after receipt of your request, we will inform you whether we can comply with your request. This period may be extended by two months in specific cases, for example when a complex request is made. We will inform you of such an extension within one month of receipt of your request. Based on privacy legislation we can refuse your request under certain circumstances. If we do so, we will explain the reasons for the refusal. If you object to the processing of your personal data for direct marketing purposes, we will always respect this request. You can find more information about your privacy rights on the website of the Dutch Data Protection Authority.

Please note that withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal data conducted in reliance on lawful processing grounds other than consent.

If you have a complaint about the processing of your personal data by us, we will do our utmost best to resolve it with you. You have the right to lodge a complaint with the competent supervisory authority at any time. In the Netherlands, it is the Dutch Data Protection Authority (Autoriteit Persoonsgegevens). If you live or work in another country of the European Union, you can file a complaint with the competent supervisory authority in that country.

10. UPDATES TO THIS PRIVACY POLICY

The Works Research Institute is entitled to change this privacy policy and will always post the most recent version of this privacy policy on our website. In case there are content changes to this privacy policy, we will actively inform you about this via our website.