



## Data privacy policy

Soils4Africa is a project that has received funding from the European Union's Horizon 2020 Research and Innovation Programme (Grant Agreement No. 869200). The aim of the project is to provide an open-access soil information system with a set of key indicators and underpinning data, accompanied with a methodology for soil monitoring across the African continent. The soil information system will become part of the knowledge and information system of [FNSSA](#) and will be hosted by an African institute.

To ensure smooth running of the project, and in order to be able to interact with you, we will need to collect and store your personal data. Your privacy and security are important to us. This policy sets out how Soil4Africa uses and protects any personal information you provide and states its commitment to ensuring that your privacy is protected.

This policy is effective from 1st of November 2020.

### What data do we collect?

We need the following data to be able to communicate with you:

- first (given) names
- surname(s)
- affiliation
- email address

### How will we use your data?

The Soils4Africa project collects and safeguards your personal data so that we can contact you by email in case the Soils4Africa team has questions concerning project-related activities, such as responding to a questionnaire, being involved in field surveys, or participating in a workshop.

Your personal data will *not* be used to report the results of such questionnaires or any other activities and will not be shared with third parties that are not part of the Soils4Africa project consortium.

### **How do we store your personal data?**

During the period that a questionnaire is active all responses, including personal data, will be stored on Google Cloud Platform. Upon closure of an on-line survey, all responses will be transferred to a secured Microsoft Azure server administered by Wageningen University and subsequently removed from the Google server.

Similarly, personal data collated during other project activities will be stored on a secured Microsoft Azure server administered by Wageningen University.

We follow General Data Protection Regulation (GDPR) principles for 'data minimization': personal data should be 'adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed'.

### **How long will we keep your personal data?**

The Soils4Africa project will keep your personal data until one year after termination of the project (31 May 2025). We will delete your personal data from, for example, the questionnaire responses once this time period expires.

### **What are your data protection rights?**

The Soils4Africa project would like to draw your attention to your data protection rights as listed below:

- **The right to access** – You have the right to request for copies of your personal data from the Soils4Africa project.
- **The right to rectification** – You have the right to request that the Soils4Africa project corrects any information you believe is inaccurate. You also have the right to request the Soils4Africa project to complete the information you believe is incomplete.
- **The right to erasure** – You have the right to request that the Soils4Africa project erases your personal data.
- **The right to restrict processing** – You have the right to request that the Soils4Africa project restricts the processing of your personal data.
- **The right to object to processing** – You have the right to object to the Soils4Africa project's processing of your personal data.
- **The right to data portability** – You have the right to request that the Soils4Africa project transfers the personal data that we have collected to another organization, or directly to you, under certain conditions.

## Informed consent

The present policy provides the basis for your informed consent concerning the handling of your personal data during the Soils4Africa project; it applies to all work packages as well as your interactions with the [Soils4Africa website](#).

For some activities, such as responding to questionnaires and carrying out fieldwork, contributors will be asked to confirm that 'they have understood and agree with the use of their personal data' by checking/pressing an on-line button or by signing a 'task specific' form.

## Languages

The Soils4Africa Data Privacy Policy is made available in English and French.

When needed, for example in the context of recruiting field personnel, the applicable forms may be translated into the 'local' language through the regional hub coordinators.

## How to contact us?

If you have any questions about this privacy policy, the personal data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact the Soils4Africa Data Protection Officer at [info@soils4africa-h2020.eu](mailto:info@soils4africa-h2020.eu)

## Further information:

**GDPR, consolidated text:** [Regulation \(EU\) 2016/679](#) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).