

Processing personal data in the NursED service

This privacy statement concerns the collection and processing of personal data in connection with the NursED SaaS service ("Service") operated by Workseed Ltd ("Workseed").

1. Controller and processors

The main processor for the personal data referred to above is Workseed (Business ID 2733384-1), email address for privacy inquiries: support@workseed.fi, physical address: Oppilaankatu 4, FI-53100 Lappeenranta, Finland.

Sub-processors used by Workseed to offer the Service include the following:

- SaaS platform provider (currently Microsoft Azure)
- E-commerce (currently Shopify)
- Email notification service provider (currently SparkPost)

The processor and sub-processors process personal data subject to instructions from the controller, based on separate, written data processing agreements.

When the customer places an order, some personal data is transferred to the payment provider (such as PayTrail). For this purpose the processor is the payment provider. It is possible to get more information from the aforementioned payment provider during the payment service.

2. Data subjects

The personal data of three different groups of data subjects is collected/processed in connection with the Service:

- Employees or students of the controller ("Learners")
- Teachers or trainers of the controller ("Trainers")
- Assessors or trainers of external organisations ("External Assessors")

NB. The Service is not used to store or process data on patients, persons receiving treatment, or medical procedures in a way that makes it possible to identify specific natural persons. The Service is not used to store or process personal data of patients or persons receiving treatment, and uploading such data to the Service is explicitly prohibited in the Terms and conditions.

3. Categories of personal data

The following categories of personal data are collected/processed in connection with the Service. The processing of some of these personal data is necessary in order to use the Service

Learner

Category of personal data	Legal basis	Purpose of processing	Duration of processing
Name of Learner	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Identifying the user profile to give access to the Service, and to allow assessments of the Learner to be exported from the system	Personal data will be removed from the Service two (2) months after the right to use the Service expires.
Email address of Learner	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Identifying the user profile to give access to the Service, providing notifications and information to the user necessary to use the Service	
	Legitimate interest of the controller (GDPR Article 6(1)(f))	Marketing new features or similar services to the Learner	
Information concerning company/institution Learner is associated with, as well as department/role of Learner	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Assigning Learner to correct controller, Trainers and External Assessors in order to use the Service as intended	
Picture of Learner (voluntary)	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Helping to identify the user for other users of the Service	
Information concerning company/institution Learner is associated with, as well as department/role of Learner	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Identifying and describing internship places them in order to use the Service as intended	
Data on work tasks, any personal data input by the Learner in open data fields.	Performance of contract between Learner and controller (GDPR Article 6(1)(b))	Identifying and describing work tasks in order to use the Service as intended	
Learner's IP address,	Legitimate interests of	Detecting and fixing	

activity using the Service	controller/Workseed (GDPR Article 6(1)(f))	<p>errors and malicious behaviour in order to ensure the Service is available and working as intended.</p> <p>Anonymising certain personal data to create statistics concerning Service usage and the general level of performance of Learners associated with a certain controller.</p>	
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Trainer

Category of personal data	Legal basis	Purpose of processing	Duration of processing
Name of Trainer	Performance of contract between Trainer and controller (GDPR Article 6(1)(b))	Identifying the user profile to give access to the Service, and to ensure that the Trainer has the correct rights in the Service.	Personal data will be removed from the Service two (2) months after the Learner's right to use the Service expires.
Email of Trainer	Performance of contract between Trainer and controller (GDPR Article 6(1)(b))	Identifying the user profile to give access to the Service, providing notifications and information to the user necessary to use the Service	
Picture of Trainer (voluntary)	Performance of contract between Trainer and controller (GDPR Article 6(1)(b))	Helping to identify the user for other users of the Service	
Information concerning company/institution Trainer is associated with, as well as department/role of Trainer	Performance of contract between Trainer and controller (GDPR Article 6(1)(b))	Assigning Trainer to correct controller and Learners in order to use the Service as intended	
Trainer's IP address, activity using the	Legitimate interests of controller/Workseed	Detecting and fixing errors and malicious	

Service	(GDPR Article 6(1)(f))	behaviour in order to ensure the Service is available and working as intended Anonymising certain personal data to create statistics concerning Service usage and the general level of performance of Learners associated with a certain controller	
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External assessor

Category of personal data	Legal basis	Purpose of processing	Duration of processing
Name of External Assessor	Legitimate interests of the Learner (GDPR Article 6(1)(f))	Identifying the user profile to give access to the Service	Personal data will be removed from the Service two (2) months after the Learner's right to use the Service expires.
Assessor's signature	Legitimate interests of the Learner (GDPR Article 6(1)(f))	Carrying out assessments (i.e. the core function of the Service)	

4. Data transfers

For data subjects in the EU/EEA, the Service's servers will be hosted in the EU. However, personal data may be accessed (and therefore processed) from outside the EU/EEA in order to provide the Service and to facilitate the online purchase of the Service. All transfers/processing of personal data outside the EU/EEA is carried out on the basis of an adequacy decision by the EU commission (GDPR Article 45), or subject to standard contractual clauses (GDPR Article 46).

5. The rights of data subjects

Data subjects can exercise certain rights during specific circumstances under the applicable data protection legislation as follows:

- Right to access and rectification: You have the right to request access to the personal data relating to you. This includes e.g. the right to be informed whether or not personal data about you is being processed, what personal data is being processed, and the purpose of the processing. You also have the right to request that inaccurate or incomplete personal data be corrected.
- Right to restriction of processing: You are entitled to restrict the processing of personal data in certain situations.
- Right to be forgotten: You may also request that your personal data be erased if e.g. the personal data is no longer necessary for the purposes for which it was collected, the processing is unlawful, or the personal data has to be erased in order to comply with a legal requirement.

- Right to Data Portability: If personal data about you that you yourself have provided is being processed automatically with your consent or in accordance with a contract between you and the data controller, you may request that the data is provided in a structured, commonly used and machine-readable format and you may also request that the personal data is transmitted to another controller, if this is technically feasible
- You are also entitled, at any time, to lodge a complaint with the relevant supervisory authority if you consider that your personal data has been processed in contravention of applicable data protection legislation. The supervisory authority for Workseed's domicile is the Finnish Data Protection Ombudsman: <https://tietosuoja.fi/en/home>

6. Changes to the Privacy Statement

Workseed reserves the right to amend this Privacy Statement from time to time. Any changes will be posted on this page and, where appropriate, notified by email.

7. Use of non-personal data

Workseed also collects and processes data that does not directly or indirectly identify individual users. Furthermore, certain data is anonymised or collected into general statistics containing no personal data, which may then be used for developing Workseed goods or services, or analysing usage of the Service. In particular, Workseed uses the following cookies:

Mandatory cookies

Cookies used for performance measurement

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