

Privacy Statement

Data Privacy Survey: Handling personal data in research

Last updated 2022-03-07

This survey is meant for Utrecht University (UU) researchers working with (sources of) personal data. Our aim is to gain insight into the type of (personal) data researchers typically work with, and their experiences and needs in handling personal data. Your input will help us identify common topics that researchers may struggle with. By participating, you will be helping us create better information, tools, and trainings that are useful for all researchers who deal with personal data.

This survey is part of the [Data Privacy Project](#) at Research Data Management Support, which aims to make dealing with (sources of) personal data easier for researchers, by providing the information and tools necessary to do so.

SURVEY STRUCTURE

This survey consists of 19-23 questions (depending on your responses) that are structured in the following sections:

- About you and your research (5 questions)
- Measures and documents (4-6 questions)
- Data sharing, archiving and publication (3-4 questions)
- Finding support (3-4 questions)
- Improving our services (4 questions)

The survey takes about **10 minutes** to complete. It is possible to stop and come back to finish it later (using the same web browser, without deleting cookies). Participation is completely voluntary, and you may exit the survey at any time, without providing a reason why.

PRIVACY

In order to participate, below we ask for your consent to collect, store and analyse your personal data. We ask questions about:

- Your faculty, department, and position
- The type of research you do and the data you work with
- Your experiences and needs regarding data privacy
- Optional: your email address, if you would like to provide additional input
- Additionally, we collect your IP address so that you can finish the survey later

We aim to minimise the amount of personal data we collect. However, we cannot exclude the possibility that you are identifiable, for example through combining demographic questions or through open text responses. Even if we do not collect your email address, we consider the data above as personal data, as it is not fully anonymised according to the [GDPR definition](#).

Data storage

Your answers, including potential personal data and including incomplete responses, will be stored on the servers of Qualtrics (EU servers) and Utrecht University (private Teams site) and can only be accessed by the coordinators of the Data Privacy Project. We will store your data for the duration of the project (until July 2023). Afterwards, any personal data related to this survey will be deleted (e.g., IP address, email address, identifiable open text responses, etc.). We will only share data outside of the project team if it has been fully anonymised according to the [GDPR criteria](#).

Your rights

You have the right to withdraw your consent at any time and have us delete your personal data from the survey dataset, including when you exited the survey prematurely. However, please realise that since we do not collect names or other readily identifiable information, it may not always be possible to locate your data within our deidentified dataset, or only if you provide us with additional information.

Likewise, if we can locate your data, you also have the right to get a copy of the personal data we have from you, have us rectify it, have it transferred to another party, or ask us to limit our processing of your personal data.

QUESTIONS OR EXERCISING YOUR RIGHTS

If you would like to exercise your rights, or have questions or comments about this questionnaire, please contact (one of) the project coordinators by email:

- [Dorien Huijser](mailto:d.c.huijser@uu.nl): d.c.huijser@uu.nl
- [Neha Moopen](mailto:n.moopen@uu.nl): n.moopen@uu.nl

You may also directly contact UU's Data Protection Officer via privacy@uu.nl, or the Dutch Data Protection Authority ([Autoriteit Persoonsgegevens](#)), where you can also file a complaint.

MORE INPUT WELCOME!

Besides this survey, we would be happy to discuss this topic more personally in a conversation, which would give us a more complete view of your experiences and needs in handling personal data. **If you are interested in speaking with us, please get in touch** (see above). You can also leave your e-mail address at the end of this survey.

When you consent, we assume that you have read the information above and agree to participate under the conditions described. We assume that you know that your participation is voluntary and that you can exit the questionnaire at any time (incomplete responses will be saved; if you want us to remove your data, please contact us).