Office of Research Integrity Assurance

EU General Data Protection Regulation Privacy Notice

This is the Georgia Institute of Technology’s Office of Research Integrity Assurance privacy and legal notice for compliance with the European Union General Data Protection Regulation (“EU GDPR”). For more information regarding the EU GDPR, please review Georgia Tech’s EU General Data Protection Regulation Compliance Policy.

Lawful Basis for Collecting and Processing of Personal Data

Georgia Tech is an institute of higher education involved in education, research, and community development. In order for Georgia Tech to review and process human subjects research protocol applications, it must collect, use and process this personal data.

The lawful basis for the collection and processing of personal data by Georgia Tech’s Office of Research Integrity Assurance falls under the following category(ies):

- Processing is necessary for the purposes of the legitimate interests pursued by Georgia Tech or third parties in providing research and development.
- Processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract. This lawful basis pertains primarily, but not exclusively, to research contracts.
- Processing is necessary for compliance with a legal obligation to which Georgia Tech is subject.
- The data subject has given consent to the processing of his or her personal data for one or more specific purposes. This lawful basis pertains primarily but not exclusively to the protection of human research subjects and research collaborators.

Types of Personal Data collected and why

In order for Georgia Tech’s Office of Research Integrity Assurance to provide the necessary review of human subjects research protocol applications it may need to collect the following categories of personal data:

- Name
- Contact information including, without limitation, email address, physical address, phone number, and other location data
- Unique personal identifiers and biographical information (e.g. date of birth)
- Photographs of you
- Details of your education and/or employment qualifications (cv, medical license, etc.)
- Personal Health Information (PHI)
- Information related to visa requirements and other documents to ensure compliance with U.S. laws
- Financial disclosure gathered for the purposes of financial conflict in research
The personal data collected by Georgia Tech’s Office of Research Integrity Assurance will not be shared.

If you have specific questions regarding the collection and use of your personal data, please contact the Office of Research Integrity at irb@gatech.edu.

If a data subject refuses to provide personal data that is required by Georgia Tech in connection with one of Georgia Tech’s lawful bases to collect such personal data, such refusal may make it impossible for Georgia Tech to provide research requested services.

Where Georgia Tech gets Personal and Sensitive Personal Data

Georgia Tech receives personal and sensitive personal data from multiple sources. Most often, Georgia Tech gets this data directly from the data subject or under the direction of the data subject who has provided it to a third party (for example, application for undergraduate admission to Georgia Tech through use of the Common App).

Individual Rights of the Data Subject under the EU GDPR

Individual data subjects covered by Georgia Tech’s EU General Data Protection Regulation Compliance Policy will be afforded the following rights:

a) information about the controller collecting the data
b) the data protection officer contact information
c) the purposes and legal basis/legitimate interests of the data collection/processing
d) recipients of the personal data
e) if Georgia Tech intends to transfer personal data to another country or international organization
f) the period the personal data will be stored
g) the existence of the right to access, rectify incorrect data or erase personal data, restrict or object to processing, and the right to data portability
h) the existence of the right to withdraw consent at any time
i) the right to lodge a complaint with a supervisory authority (established in the EU)
j) why the personal data are required, and possible consequences of the failure to provide the data
k) the existence of automated decision-making, including profiling
l) if the collected data are going to be further processed for a purpose other than that for which it was collected

Note: Exercising of these rights is a guarantee to be afforded a process and not the guarantee of an outcome.

Any data subject who wishes to exercise any of the above-mentioned rights may do so by filing such request with the Office of Research Integrity Assurance at irb@gatech.edu.
Cookies

Cookies are files that many websites transfer to users’ web browsers to enable the site to deliver personalized services or to provide persistent authentication. The information contained in a cookie typically includes information collected automatically by the web server and/or information provided voluntarily by the user. Our website uses persistent cookies in conjunction with a third party technology partner to analyze search engine usage and web traffic patterns. This information is used in the aggregate to monitor and enhance our web pages. It is not used to track the usage patterns of individual users.

Security of Personal Data subject to the EU GDPR

All personal data and sensitive personal data collected or processed by Georgia Tech under the scope of the Georgia Tech EU General Data Protection Regulation Compliance Policy must comply with the security controls and systems and process requirements and standards of NIST Special Publication 800-171 as set forth in the Georgia Tech Controlled Unclassified Information Policy.

We will not share your information with third parties except:

- as necessary to meet one of its lawful purposes, including but not limited to,
  - its legitimate interest,
  - contract compliance,
  - pursuant to consent provided by you,
  - as required by law;
- as necessary to protect Georgia Tech’s interests;
- with service providers acting on our behalf who have agreed to protect the confidentiality of the data.

Data Retention

Georgia Tech keeps the data it collects for the time periods specified in the University System of Georgia Records Retention Schedules: https://www.usg.edu/records_management/schedules/

The Georgia Tech Office of Research Integrity Assurance keeps the data it collects for the time periods specified in the University System of Georgia Records Retention Schedules under Research: https://www.usg.edu/records_management/schedules/932