

GDPR (EU General Data Protection Regulation)-Based Privacy Policy of the National University Corporation Shinshu University

September 28, 2021
Determination of the President
Revised on April 1, 2022

1 Purpose

This privacy policy has been established by the National University Corporation Shinshu University (referred to as “the Corporation” below) in response to the GDPR in order to set forth policies related to the processing of personal data and its transfer to the territory of third countries or organizations in third countries (referred to as “ the extraterritorial transfer”) of data subjects who are located in countries to which the GDPR is applicable (regardless of nationality or residency.)

2 Definitions

The definitions of terms used in this Privacy Policy are provided in the table below.

Terms	Definitions
GDPR	General Data Protection Regulation: EU General Data Protection Regulation No. 2016/679.
Countries to which the GDPR is Applicable	This refers to the countries that make up the European Economic Area (the member countries of the EU, the Republic of Iceland, the Principality of Liechtenstein, and the Kingdom of Norway) and the United Kingdom of Great Britain and Northern Ireland. * The Information Commissioner’s Office (ICO), which is the personal data protection supervisory authority of the United Kingdom has stated that it complies with the GDPR.
Data Subject	This refers to an identified or identifiable natural person. “Identifiable natural person” refers to a person who can be identified directly or indirectly in particular by reference to an identifier such as a name, identification number, location data or an online identifier (such as an IP address, cookie, or MAC address) or by reference to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
Personal Data	Any information relating to an identified or identifiable natural person (‘data subject’).
Processing	Any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
Restriction of Processing	The marking of stored personal data with the aim of limiting their processing in the future.

Profiling	Any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to a natural person, in particular to analyze or predict aspects concerning that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behavior, location or movements.
Controller	The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.
Processor	A natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller.
Third Party	A natural or legal person, public authority, agency or body other than the data subject, controller, processor and persons who, under the direct authority of the controller or processor, are authorized to process personal data.
Consent of the Data Subject	Any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to them.
SCC	Standard Contractual Clauses * The agreement regarding extraterritorial transfers between enterprises within the EU and enterprises outside of the EU that was provided for by the Data Protection Directive (95/46/EC) that is applicable to the member countries of the EU.
SDPC	Standard Data Protection Clauses * This is a replacement for the SCC that is provided for by the GDPR
Adequacy Decision	A decision by the European Commission that a country or territory ensures an adequate level of protection. * When such a decision has been made, the extraterritorial transfer of personal data is possible without any special procedures. * Japan received an adequacy decision in January of 2019, but governmental institutions, incorporated administrative agencies and the like are not included in the framework of the adequacy decision.

3 Name and Address of the Controller

Name: National University Corporation Shinshu University

Address: 3-1-1 Asahi, Matsumoto, Nagano

4 Duties Subject to the Processing of Personal Data

For the types of personal data listed below, the Corporation may only carry out the processing of that personal data in order to carry out duties established for that particular personal data.

- (1) The personal data of applicants for international exchange programs established within the framework of an agreement for academic cooperation and exchange between Shinshu University or its affiliated organizations and universities or research institutes in countries to which the GDPR is applicable (referred to as "the Agreement" below)

A Procedures for international exchange programs

- B Procedures associated with international exchange programs (scholarships, etc.)
- C Contact during emergencies, etc.
- D Procedures, contact, etc. necessary for other duties
- (2) Personal data of persons other than those provided for in the Items above
 - A Applications, procedures, etc. for various projects
 - B Payment of rewards, travel expenses, etc. and collection of fees
 - C Procedures related to taxes, etc.
 - D Surveys
 - E Procedures, contact, etc. necessary for other duties

5 Sources of Acquired Personal Data

The Corporation shall obtain personal data from the following sources in order to carry out the duties in the Article above.

- (1) Documents (including electronic records) for which the direct acquisition of consent based on consent from the data subject (from the legal guardian if the data subject is under 16 years of age (or under the age provided for by local law in a country to which the GDPR is applicable and local law makes such a provision) can be proven
- (2) Signatories of the Agreement

6 Duration of Storage of Personal Data

Personal data shall be stored for a period provided for by the laws and regulations of Japan or the regulations, etc. of the Corporation.

7 Lawfulness of Processing of Personal Data

When it is possible for the Corporation to process personal data lawfully, it shall be done as described below.

- (1) The data subject has given consent to the processing of his or her personal data for one or more specific purposes
- (2) 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
- (3) Processing is necessary for compliance with a legal obligation to which the controller is subject
- (4) Processing is necessary in order to protect the vital interests of the data subject or of another natural person
- (5) Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller
- (6) Processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data

8 Rights of the Data Subject

Data subjects have the rights listed below. However, expenses shall be requested of the data subject in the event of a request for disclosure as provided for in the Japanese Act on the Protection of Personal Information (Act No. 57 of 2003).

- (1) Right of Access

Data subjects may request that the controller provide their own personal data or other information provided for by the GDPR.

(2) Right to Rectification

Data subjects may request that the controller rectify without delay their own personal data when those data are inaccurate.

(3) Right to Erasure (Right to be Forgotten)

Data subjects may request that the controller erase without delay their own personal data when those data are acknowledged to fall under any of the items given below.

- A The personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed.
- B The data subject has withdrawn consent for processing and there is no other legal ground for the processing.
- C The data subject objects to the processing pursuant to Article 21, Paragraph 1 of the GDPR and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to Paragraph 2 of that Article.
- D The personal data have been unlawfully processed.
- E The personal data have to be erased for compliance with a legal obligation in EU or Member State law to which the controller is subject.
- F The personal data have been collected in relation to the offer of information society services referred to in Article 8, Paragraph 1 of the GDPR.

(4) Right to Restriction of Processing

Data subjects may request that the controller restrict the processing of personal data when Article 18, Paragraph 1 of the GDPR is applicable.

(5) Right to Data Portability

The data subject shall have the right to receive the personal data they have provided to the controller in a structured, commonly used, and machine-readable format when Article 20, Paragraph 1 of the GDPR is applicable. In addition, data subjects have the right to transmit those data to another controller without hindrance from the controller to which the personal data have been provided.

(6) Right to Object

The data subject shall have the right to object at any time, on grounds relating to their particular situations, to processing of personal data concerning them which is based on Item 5 or 6 of the previous Article, including profiling based on those provisions.

(7) Right not to be Subject to Decision-Making based on Automated Processing, including Profiling

The data subject shall have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning them or similarly significantly affects them.

9 Provision of Personal Data

In order to carry out the duties listed in Article 4, the Corporation may provide personal data to institutions or third parties, as obtaining the consent of the data subject or stipulated by Article 27, Paragraph 1 of the Japanese Act on the Protection of Personal Information. As a general rule, the special types of data defined in Article 9, Paragraph 1 of the GDPR may only be provided with the consent of the data subject.

10 Transfer of Data

Personal data may only be transferred to third countries other than countries to which the GDPR is applicable (not including countries or territories that have received an adequacy decision) only as provided for by the SCC or SDPC, for the reasons given in Article 49, Paragraph 1 of the GDPR, or when lawfulness is otherwise guaranteed.

11 Security Measures

The Corporation shall establish security measures for the protection of personal data at the level stipulated in the Japanese Act on the Protection of Personal Information and other related laws and regulations.

12 General Provisions

The Corporation may revise this privacy policy according to its guidelines, based on laws and regulations. However, the Corporation will not use personal data collected with the consent of data subjects for changed purposes without obtaining the consent of the data subject in question.

Note

The Japanese text is the original and the English text is for reference purposes. If there is any conflict or inconsistency between these two texts, the Japanese text shall prevail.