

Informed Consent Form

Title of event: Interview

Project: Roadmap design on behalf of EIT Food – Mission 1 “Healthier Lives Through Food”

Organisation Address: AIT Austrian Institute of Technology, Giefinggasse 4, 1210 Vienna, Austria

Location/online link: online

Date: 09 January 2023

This Informed Consent Form has two parts:

- Data Privacy Information (according to Art. 13 GDPR) and Declaration of Consent
- Declaration of Consent according to data protection law

Part 1: Data Privacy Information (according to Art. 13 GDPR) and Declaration of Consent

1. Why do we need your personal data (purpose of data processing)

Subject to your voluntary consent, **AIT Austrian Institute of Technology GmbH**, (Giefinggasse 4, 1210 Vienna, office@ait.ac.at) intends to process the categories of personal data listed below for the following purposes:

The study aims to gather insight and information to better inform EIT Food’s future priority setting in respect of its activities in directing funding and resources towards creating social and economic impact in one specific mission area: “Healthier Lives Through Food”.

An important component is to systematically collect and analyse information from a diverse set of perspectives and backgrounds to achieve sound and robust recommendations towards the settings of EIT Food’s future priorities within its mission approach. For this purpose, personal interviews will be conducted and recorded. The recordings will be used for a systematic and scientific analysis of the results, and will be aggregated, evaluated and presented. It will not be possible to trace the personal data.

Participation in this interview is voluntary. You may stop participating at any time you want, without giving any reason. Data that relates to you will be destroyed and will not be used for the purpose of the project.

2. Which of your data will be processed (type of personal data)

Risks of participating in this activity/event has been classified as of low, since you will not be asked for sensitive personal information. The following data will be collected:

- name;
- organisation.

No personal data will be processed via the transcription software (see below). Your data will be made anonymous before results will be published. An association of this personal information with the evaluations of the experiential knowledge of the interviewed experts in the evaluation report does not take place. However, it is not possible to guarantee anonymity in all cases, as persons close to you may guess that some input came from you. But we will not disclose your identity.

The study will be documented by video recordings and audio recordings for the purpose of analysis. The video and audio recordings will be erased once the project has been concluded. For the purpose of transcriptions, only the audio track file will be used.

3. What rights do you have (your rights)

You have the right to request information about your personal data processed by us and to have any incorrect data rectified or erased. Subject to the provisions of the General Data Protection Regulation, you also have the right to request the restriction of the processing or the transfer of your personal data. In cases of suspected violation of the data protection provisions you can contact the Data Protection Authority (www.dsb.gv.at).

You also have the right **to withdraw your consent at any time** and **to object to the processing of your data**. Please note that the withdrawal of consent will not affect the lawfulness of processing based on consent before its withdrawal. Please also note that your data may need to be further processed to prove compliance with the guidelines of good research practice.

AIT will not make any decision based solely on automated data processing which produces legal effects concerning you or similarly significantly affects you.

If you require further information about your rights or wish to exercise your rights, please contact Beatrix Wepner (beatrix.wepner@ait.ac.at).

4. Storage period of your personal data

We will store your personal data for a maximum of 1 year. All audio files and the transcriptions of the interviews will be irretrievably deleted after the report has been submitted, at the latest in early 2024.

5. Recipients of your personal data

The original data will remain with the respective analyst until this time and will not be transmitted directly to the client. You agree to this Declaration of Consent (Part 2 on the following page) either by signing (below), OR by giving your explicit OK via email OR by giving your OK right before the interview. In doing so, you also agree that your data processed as part of this study will be disclosed to the following recipients:

AIT Project team: Beatrix Wepner, Petra Wagner, Sabine Neuberger
Address: Giefinggasse 4, 1210 Vienna
Country of domicile: Austria

University of Reading project team: Yvonne McMeel
Address: Whiteknights, Reading, RG6 6AH UK.
Country of domicile: Great Britain

University of Turino project team: Luca Cocolin
Address: Via Verdi, 8, 10124 Turin
Country of domicile: Italy

Video/Audio recording service provider: Microsoft Team
Address: One Microsoft Way, Redmond, WA 98052-6399
Country of domicile: USA

Transcription service provider: "happyscribe" (www.happyscribe.com)
Address: The Black Church, Saint Mary's Place North, Dublin 7, D07 P4AX.
Country of domicile: Ireland

6. Other information

More information on how AIT protects your personal data can be found at: www.ait.ac.at/datenschutz.

Part 2: Declaration of Consent according to data protection law

I have read and understood the Declaration of Consent.

By accepting this declaration, I agree that my personal data may be disclosed to the recipients listed above.

I have received a copy of the Data Privacy Information and Declaration of Consent.

I understand that I may withdraw my consent in whole or in part at any time

By accepting this declaration, I agree that AIT Austrian Institute of Technology GmbH may process my personal data of the categories listed above for the purpose(s) specified above.

FIRST NAME AND LAST NAME IN BLOCK LETTERS, date of birth (for the purpose of identity verification in the event of requests)

Date, place and signature