

Data Protection Notice for Participants

Data protection is a matter of trust, and your trust matters to us, thus, protecting your privacy is very important to us. We want to let you know how we at Use-Lab handle your personal data, so that you feel secure working with us today and any time you might participate in one of our studies in the future.

Responsible party and contact

The **responsible party** within the meaning of the General Data Protection Regulation and other data protection laws applicable in the Member States of the European Union and other provisions of a data protection nature is:

Use Lab GmbH

Am Campus 2
48565 Steinfurt
Germany

Phone: +49 (0) 2551 - 7092-0

E-Mail: info@use-lab.com

Website: [Use-Lab GmbH - usability for life](https://use-lab.com)

Data Protection Officer

Nils Möllers

Keyed GmbH

Siemensstraße 12
48341 Altenberge
Germany

Phone: +49 (0) 2505 – 639797

E-Mail: datenschutz@use-lab.com

Website: <https://keyed.de>

Scope of data collection

We collect the information you share with us, for example, by phone or via a contact form.

To discuss participation

To find out if you want to participate with us and if you are a suitable participant for a particular study, we need to talk to you and ask you questions.

This can be done by e-mail or by telephone. Thus, we need your telephone number and e-mail address accordingly. When we talk to you, we will ask you project-specific questions to find out whether you are a suitable participant for the study. In this context, we may also ask for other personal information, such as your age, gender, handedness, information about your vision and hearing, and information about your occupation and experience with a particular medical device, as well as related health information.

All this information has an influence on the operation of a medical device, and we must request it in order to select suitable participants.

For appointments, transportation, overnight stays and payment

For some projects, participants may need to travel long distances or stay several days. In such cases, we can help arrange transportation (e.g. taxi, train, or flight) and accommodation. To do this, we may share necessary personal data (e.g. your name) with the respective providers.

If you receive a participation fee or expense reimbursement, we process the required personal data to handle and document the payment. This may include your name, contact and payment details, amount, date, and study information.

Payments may be made in cash, by bank transfer, or via payment service providers. Where necessary, we share relevant data with banks or service providers involved in processing the payment. In some cases, this may also apply to providers outside the EU/EEA; in such cases, we ensure that all data protection requirements are met.

Legal basis

We process your personal data exclusively for the purpose described in more detail above (participation or potential participation in a usability study).

We process personal data in accordance with the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG):

1. Based on your consent (Art. 6 para. 1 lit. a) and Art. 9 para. 2 lit. a) GDPR)
2. To fulfil contractual obligations (Art. 6 para. 1 lit. b) DSGVO)
3. Within the framework of legitimate interests (Art. 6 para. 1 lit. f) GDPR)

Data sharing

We follow the principle of data minimization by default and try to avoid unique identification even with video material. We do not share any of your personal data with customers (medical product manufacturers) without the appropriate purpose (your consent) and prior information (privacy information).

Your personal data will otherwise only be disclosed to those entities that need it to fulfill our contractual and legal obligations. This could include, for example, a processor (Art. 28 DSGVO) such as an IT service provider. Where this is necessary for the organization, conduct or payment processing in connection with a study, we may also share personal data with service providers that support us in this regard. These may include, for example, transportation providers, hotels, banks or payment service providers. We may only pass on your personal data if this is permitted by law or if you have given consent.

Data retention period

We keep your personal data only as long as necessary for the purposes described above or as long as required by legal retention periods and statutes of limitations.

Use-Lab GmbH must take into account the retention periods of the Medical Devices Regulation, as the clients are subject to this ordinance. In detail, manufacturers are subject to at least the following retention periods:

"Manufacturers shall keep at the disposal of the competent authorities the technical documentation, the EU declaration of conformity and, where applicable, a copy of relevant certificates issued in accordance with Article 56, including any amendments and supplements, for at least 10 years after the last device covered by the EU declaration of conformity has been placed on the market. For implantable devices, this period shall be at least 15 years after the last device has been placed on the market.", Article 10(8) MDR (Medical Devices Regulation).

Your rights

You have the following rights:

1. Right of access (Art. 15 GDPR)
2. Right to rectification (Art. 16 GDPR)
3. Right to erasure (Art. 17 GDPR)
4. Right to restrict processing (Art. 18 GDPR)
5. Right to data portability (Art. 20 GDPR)
6. Right to object (Art. 21 GDPR)

*The full description of the rights of data subjects can be found at:

<https://use-lab.com/en/data-protection-website/>

Right of appeal to a supervisory authority

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State in which you are resident, your place of work or the place of the alleged infringement, if you consider that the processing of your personal data is in breach of the DPA. With regard to the right of information and the right of deletion, the restrictions pursuant to Sections 34 and 35 BDSG apply.

The supervisory authority with which the complaint was lodged will inform the complainant of the status and the results of the complaint, including the possibility of a legal remedy in accordance with Article 78 GDPR. You may also contact the competent data protection supervisory authority (right of appeal under Article 77 GDPR in conjunction with Article 19 BDSG) .

Mailing address:

State Commissioner for Data Protection and Freedom of Information North Rhine-Westphalia

P.O. Box 20 04 44
40102 Düsseldorf

Germany