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| **[Faculty/Department/Centre]** [Any additional text, e.g, the name of the author] | **DOCUMENT TYPE (IF NEEDED)** SLU ID: SLU.[Enter the registry number here]  MM/DD/20YY |

Information to those registered on the processing of personal data at SLU

## Data controller

The Swedish University of Agricultural Sciences (SLU) is the data controller for the processing of your personal data. Your contact for this processing is: Enter the name of the person in charge of the newsletter.

The data protection officer at SLU can be reached at [dataskydd@slu.se](mailto:dataskydd@slu.se), 018-67 20 90.

## Purpose

When you subscribe to our newsletter, SLU will store your email address for this purpose. We need to process your email address in order to send you the newsletter, an in order to make sure your address is not accidentally added again when you cancel your subscription.

SLU will also process your personal data as required for SLU to comply with regulations on public documents and the archives of public authorities.

## Legal basis

SLU is a public authority and as such must inform about its activities pursuant to the Government Agencies and Institutes Ordinance (2007:515) and the Higher Education Act (1992:1434). To fulfil this task of public interest, we must process personal data.

## Disclosure

SLU may disclose your personal data to anyone who requests a public document that includes your data, in accordance with the regulations on public documents, unless they are subject to non-disclosure.

## Transfer of personal data

Here, state if and to which parties outside SLU you will be transferring the personal data, on paper or in electronic format.

## Storing data

Your personal data will be stored as long as you subscribe to the newsletter. If you cancel your subscription, it will only be stored to ensure that you are not re-registered as a subscriber.

Your personal data will also be stored for as long as required by the Public Access to Information Act and the regulations on the archives of public authorities.

## Your rights

You have the right, under certain circumstances, to have your personal data erased, corrected or limited. You also have the right of access to the personal data being processed, and you have the right to object to the processing of your data. Read more at <https://www.slu.se/en/about-slu/contact-slu/personal-data/>.

To exert your rights, contact dataskydd@slu.se.

## Comments

If you have any comments on the processing of personal data at SLU, contact [dataskydd@slu.se](mailto:dataskydd@slu.se), 018-67 20 90.

If you are not happy with the answer provided by SLU, you can take your complaint to the Swedish Authority for Privacy Protection, [imy@imy.se](mailto:imy@imy.se) or 08-657 61 00.

Read more about the Swedish Authority for Privacy Protection at [https://www.imy.se/other-lang/in-english/](https://www.datainspektionen.se/other-lang/in-english/)