



National Institute for Public Health  
and the Environment  
*Ministry of Health, Welfare and Sport*

RIVM

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## Privacy statement

We recommend that you save a copy of this privacy statement so that you can find the information again if necessary while completing the questionnaire.

This privacy statement contains information about how we handle the data that you give us when you fill in the questionnaire. Your personal data will be processed by the Trimbos Institute, located at Da Costakade 45 (3521 VS) in Utrecht, telephone number 030 297 1100, email: [info@trimbos.nl](mailto:info@trimbos.nl) (hereinafter referred to as: 'the Trimbos Institute'), RIVM, located at Antonie van Leeuwenhoeklaan 9 (3721 MA) in Bilthoven, telephone number 030 2749111, email: [info@rivm.nl](mailto:info@rivm.nl) (hereinafter referred to as: 'RIVM') and GGD GHOR Nederland, located at Zwarte Woud 2 (3524 SJ) in Utrecht, telephone number 030 2523004, email: [Postbus@ggdghor.nl](mailto:Postbus@ggdghor.nl) (hereinafter referred to as: 'GGD GHOR Nederland'), and jointly referred to as 'the research institutes'.



If after reading this privacy statement you still have questions about the processing of your personal data or if you would like to exercise your rights under the GDPR (described below), please contact one of the project leaders of the research institutes via [studentenmonitor@trimbos.nl](mailto:studentenmonitor@trimbos.nl).

If you would like to lodge a complaint about the use of your personal data, please contact one of the data protection officers (Functionarissen voor Gegevensbescherming; FG) at the Trimbos Institute via [fg@trimbos.nl](mailto:fg@trimbos.nl), at RIVM via [avq-rivm@rivm.nl](mailto:avq-rivm@rivm.nl) or at GGD GHOR Nederland via [fg@ggdghor.nl](mailto:fg@ggdghor.nl). The data protection officers operate independently and monitor compliance with the GDPR. If you are not satisfied with the way in which a data protection officer has dealt with your complaint, or if you would prefer not to lodge your complaint with one of the research institutes, you may also submit it to the Dutch Data Protection Authority at <https://autoriteitpersoonsgegevens.nl/>. For more information on how the research institutes process personal data, please refer to [www.trimbos.nl/privacy](http://www.trimbos.nl/privacy), [www.rivm.nl/privacyverklaring-rivm](http://www.rivm.nl/privacyverklaring-rivm) and/or [www.ggdghor.nl/privacystatement](http://www.ggdghor.nl/privacystatement).

This privacy statement comprises the following information:

1. [Who is responsible for processing your personal data?](#)
2. [What personal data will we collect and why?](#)
3. [On which legal basis will your personal data be processed?](#)
4. [How long will we keep your data for?](#)
5. [Who will we share your data with?](#)
6. [How will we protect your data?](#)
7. [What are your rights?](#)

### 1. Who is responsible for processing your personal data?

The research institutes are jointly responsible for processing your personal data, which they will do with the utmost care. Of course, we will comply in full with the privacy regulations of the General Data Protection Regulation ('GDPR') and other laws and legislation.

For the sake of completeness, we should state that the Ministry of Education, Culture and Science (OCW) shares responsibility for processing with RIVM. However, it has been agreed by mutual consent that RIVM will carry out the processing.

## **2. What personal data will we collect and why?**

By filling in the questionnaire, you will provide research data in the following categories:

- sociodemographic factors, such as age, gender and living arrangements;
- study-related factors, such as degree programme, study delay and student loan;
- mental health issues such as feeling depressed or anxious, stress and resilience;
- whether you drink alcohol, smoke and/or use drugs;
- help or advice, for example for psychological problems or alcohol or drug use, or professional help to improve your mental health.

We need this research data to be able to determine the characteristics of the participants, so that we can draw conclusions regarding the mental health and alcohol and drug use of students in higher education in the Netherlands, and so that we can identify the factors that influence mental health and/or alcohol or drug use. Based on the results, policy can be developed and appropriate activities put in place for students.

The IP address of every participant will be automatically stored in a log file. However, there is no link between the IP addresses and the answers to the questionnaire, so that the IP address cannot be used to identify you as an individual.

The research results will be presented at the group level and sent in the form of a report to the two ministries, the participating educational institutions and the regional health authorities. It is therefore not possible to link the results to individual participants.

If you would like to take part in the prize draw, we will process the following data:

- student email address

If you win a prize and would like us to send it to you, we will also need the following data:

- full name + surname
- date of birth
- address
- BSN (citizen service number)

We will only use this additional information for the purpose of the prize draw and this data will be stored separately from the research data. The researchers will not have access to this data (see for more detail points 3 and 4).

### **3. On which legal basis will your personal data be processed?**

The legal basis for the processing of your personal data is your explicit consent. You may withdraw this consent at any time by sending an email to [studentenmonitor@trimbos.nl](mailto:studentenmonitor@trimbos.nl). [We are obliged to comply with this request, although we may require additional information to be able to retrieve your questionnaire.](#) We will then erase all data that can be identified as belonging to you within four weeks. The processing of personal data is permitted up to the moment of withdrawal. After withdrawal, we may not and will not use your data for the purpose of the research.

For the purpose of the prize draw, we process your email address on the basis of your consent. You may choose not to provide your email address, in which case you will not be able to participate in the prize draw.

If you win the prize draw and would like us to send you your prize, we will require additional personal data, on the basis of fiscal law and legislation. Again, you may choose not to provide this additional data, in which case we will not be able to send the prize.

### **4. How long will we keep your data for?**

The research data will be stored by each of the three research institutes for a maximum of 15 years after completion of the questionnaire. This is necessary because of regulations that stipulate that it must be possible to check research results, and so that the results can be compared with the outcomes of future follow-up studies (to identify any change).

If you provide your email address for entry into the prize draw, this will be erased once the prize draw has taken place. The automatically generated IP addresses will be deleted two months after the end of the data collection period by our ICT provider Formdesk (see point 5 for more information on Formdesk).

Personal data may be retained for longer if it is required for compliance with a legal obligation or for legal proceedings. This applies in any case to the extra personal data that we ask you to provide if you have won a prize, which we are required to retain for seven years on the basis of fiscal law and legislation.

### **5. Who will we share your data with?**

The ICT provider Formdesk, owned by Innovero Software Solutions, will produce, design and send the online questionnaire. Your data will therefore be stored temporarily on Formdesk servers in the Netherlands and will not leave the Netherlands. After data collection, the researchers at the research institutes will be sent the research data using a secure connection. Formdesk, however, will make a backup on which your data will be stored for two months.

We have agreements in place with Formdesk (a processor agreement) to ensure that, at a minimum, they comply with our security and confidentiality standards.

Once the study is complete, the research data may be relevant to other scientific research in the field of mental health and alcohol and drug use. This could be for a follow-up study by the same researchers or for other research at one of the research institutes. The research data will not be used for commercial purposes or shared with any commercial party. You may indicate on the consent form whether you agree to the use of your data for a follow-up study or for other scientific research at one of the research institutes. If you do not agree to this, you may still participate in this study and your research data will only be used for this study.

The data required for the purpose of the prize draw will be sent to the financial department of the Trimbos Institute. We will not send the data to any other third party, unless we are authorised or obliged to do so under applicable laws and legislation.

Finally, the research data will not be shared with the commissioners of the study (the ministries), the educational institutions or the regional health services. These organisations will be sent a report that only shows results at the group level.

## **6. How will we protect your data?**

We have taken the appropriate technical and organisational security measures to protect your personal data from loss, misuse and unlawful access by third parties. The data is stored on a secure server and only the researchers from the three research institutes have access to your data. We also ensure that our ICT provider Formdesk takes similar appropriate technical and organisational security measures.

Furthermore, we make sure that, as far as possible, your answers on the questionnaire cannot be used to identify you, also by us. We do this by not processing any research data that can be used to directly identify you. For example, we do not ask for your name, address, telephone number and/or email address on the questionnaire. The research data is also processed (pseudonymised) before being analysed by the researchers. We do this to minimise the risk that you could be indirectly identified (based on a combination of answers to the questions). At a minimum, the following personal data is pseudonymised: address, age and gender (and the key to the original data is stored securely).

After you have completed the questionnaire, we ask for your email address for participation in the prize draw. This email address is stored separately from the completed questionnaire, to ensure that your answers cannot be linked to you.

When you fill in the questionnaire, your IP address is automatically processed. The IP address is stored separately from the completed questionnaire, to ensure that your answers cannot be linked to you.

## **7. What are your rights?**

As described above, we process your personal data on the basis of your consent. You have the right to withdraw your consent at any time. The processing of personal data is permitted up to the moment of withdrawal. You also have the following rights, as far as they can be met without disproportionate effort and on the basis of additional information to be provided by you to identify which questionnaire belongs to you:

- a. right of access to and receipt of a copy of your personal data;
- b. right to rectification of incomplete or incorrect personal data;
- c. in certain cases: right to objection to the processing of or right to restriction of the processing of your personal data;
- d. in certain cases: right to erasure of your personal data ('right to be forgotten'), for example if you withdraw your consent to the processing of your personal data;
- e. right to receive your personal data in a structured, commonly used and machine readable format and to transfer the data to a third party.

For further information, see Articles 15 to 20 of the General Data Protection Regulation or the website of the Dutch Data Protection Authority using [this link](#).

You may exercise your rights by contacting one of the project leaders of the research institutes by email via: [studentenmonitor@trimbos.nl](mailto:studentenmonitor@trimbos.nl).