European Union General Data Protection Regulation (EU GDPR)

Consent Withdrawal and Removal of Sensitive Personal Data

Procedures

1. Any person who provided consent to Georgia Southern University for the collection or processing of sensitive personal data may withdraw such consent by filing a Notice to Withdraw Consent (Notice) with the Office of Internal Audit, Risk & Compliance (IARC) by email to riskcompliance@georgiasouthern.edu.

Sensitive personal data (Data) consists of information concerning racial or ethnic origin; political opinions; religious or philosophical beliefs; trade union membership; genetic and biometric data for the purposes of uniquely identifying a natural person; health data; and data concerning a person’s sex life or sexual orientation.

2. Upon filing the Notice, IARC will notify the data steward who collects or processes the applicable Data.

3. Upon receipt of the Notice, the data steward will inform IARC of any potential impact that withdrawal will have upon the requestor. The data steward will take no action until it receives a follow up request from IARC to remove the personal data. If there is no impact to the requestor, the data steward will immediately remove the Data from the data storage system. The data steward will also notify any other data stewards with whom it shared the Data. (As used herein, “impact” means any consequence to the requestor’s participation or benefit from, without limitation, any program, service or employment).

4. IARC will notify the requestor of any impact and the requestor will tell IARC whether or not to continue processing the request to withdraw consent.

5. Any person who, without providing written consent, provided Data to Georgia Southern University before May 25, 2018, and wishes to have the Data deleted, may make a request for the deletion of the Data.
   a) The person making the request will file a Notice form with IARC.
   b) If the Data is located, the data steward will determine whether the Data can be deleted. If IARC and/or the data steward determine that there is no identified reason why the Data cannot be deleted, then the data steward will process the request in the same manner as if written consent had been given.
   c) Removal may be contingent on whether the Data is still maintained under Georgia Southern University’s records retention schedule.

6. Georgia Southern University will authenticate all requests for removal of Data.
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I hereby withdraw my consent for the collection or processing of sensitive personal data by Georgia Southern University.

I understand that exercising this right is a guarantee to be afforded a process and not the guarantee of an outcome.

I understand that Georgia Southern University will notify me of any consequences of this action, which may include limitations on my participation or benefit from programs, services, or employment. I may withdraw this request to preserve my participation or benefit from these programs, services, or employment.

Requestor’s name: ________________________________________________________________

Mailing address: __________________________________________________________________

Email address: ___________________________________________________________________

Date: ___________________________________________________________________________

Signature: _______________________________________________________________________