

## **Privacy Policy**

### **Dalmatiankoirat-Dalmatinerna ry Membership Register**

Dalmatiankoirat-Dalmatinerna ry collects and processes personal data in accordance with the EU GDPR and the current Finnish Personal Data Act (523/1999).

We may occasionally change this privacy policy by publishing a new version online. Therefore, we recommend regularly reviewing our privacy policy.

Creation date: 21st February 2021

Updated: 21st February 2021

Updated: 29th March 2023

#### **1. Data Controller's Address and Phone Number**

Data Controller:

- Dalmatiankoirat-Dalmatinerna ry
- Business ID: 1547816-2
- Address: Suokummuntie 151b, 03100 Nummela
- Phone: +358-400 474 102

#### **2. Person Responsible for Register Matters:**

- Nina Forsman, Membership Secretary
- Email: [jasensihteeri.findal@gmail.com](mailto:jasensihteeri.findal@gmail.com)

#### **3. Purpose of Personal Data Use**

We process personal data for the purposes of managing membership or other relevant relationships, analysis, and marketing. Data may be shared w

With partners only for purposes that support the function of the register.

Our operations are based on legal association activities, and we also comply with EU legislation regarding the storage of personal data. The following six points summarize this legislation:

- The data we store about individuals is lawful, reasonable, and processed transparently. This means you can access your data at any time.
- Data is purpose-bound – for example, the data we collect about individuals is only tied to a specific purpose. We do not share your data with third parties unless there is a legitimate reason to do so.
- We minimize the data we store – we only store what is necessary.
- We aim to keep our data accurate.
- We limit data retention – data has a defined retention period, after which it is either automatically or routinely deleted, unless there is a legal reason to keep it.
- We store accurate and reliable data, for example, verified through backups.

We collect and store information based on membership or participation in activities related to other individuals. The membership register may be used for marketing if the member has specifically given consent for this.

#### **4. Content of the Register (Membership Register and Event Participation Registers)**

- First and last name
- Dog's name / kennel name
- Contact details (such as contact information, etc.) Other text-based information related to membership or event participation
- Marketing consent or objection

We store the minimum necessary information related to membership, which typically includes an individual's full name and contact details such as address, email, and phone number. A member can object to the use of their data for marketing purposes. The data remains in the membership register until the individual decides to terminate their membership

#### **5. Data sources**

- Membership application form (information voluntarily provided by the customer)
- Participant register of individuals attending the events we organize

#### **6. Data Disclosure, Transfer and Disposal**

There are no regular disclosures or transfers of data outside the EU or the European Economic Area. Data may only be disclosed for other purposes with the written consent of the member.

We disclose personal data to other parties in a limited manner – this practically means the following:

- We use email marketing tools. These tools store only the name and email address.
- We use a CRM tool to manage membership, where we store a minimized set of data such as the person's name and contact information.
- When transferring data, we comply with the requirements of personal data legislation and share data following the principles of minimization and risk reduction. We use companies that are part of the Privacy Shield framework.
- Membership data that has not been renewed for more than 24 months can be deleted. The data can also be deleted at any time upon the customer's request, meaning the membership is terminated.

#### **7. Register Protection**

The data contained in the register that is processed electronically is protected by firewalls, passwords, and other commonly accepted technical measures for data security. The registers are stored on an external hard drive, which is kept in a locked cabinet. Original copies of data voluntarily provided by the registrants are also stored in a locked cabinet in premises that are inaccessible to outsiders. Manually maintained materials are located in areas where unauthorized access is prohibited.

Only the identified employees of the data controller and companies acting on its behalf and under its instructions have access to the information contained in the register.

#### **8. Right of Access for the Data Subject**

The content of the right of access: A member has the right to inspect the information stored about them in the register (Data Protection Act Section 26).

The right of access will be fulfilled without delay, with the member arranging the inspection with the person responsible for the register. The right to inspect the data is free of charge if requested once per year.

#### Implementation and Organization of the Right of Access

The inspection request must be made through a hand-signed or otherwise reliably authenticated document. The request should be addressed to:  
Membership Secretary Nina Forsman: [jasensihteeri.findal@gmail.com](mailto:jasensihteeri.findal@gmail.com) or Nina Forsman, Isoniitykuja 6, 00890 Helsinki. The identity of the member will be verified, and if necessary, checked before the data is provided.

The member has the right to inspect and view the information concerning them in the register and may request a written copy of it.

### **9. Correcting Information**

The data controller must, without undue delay, either on its own initiative or upon the request of the member, correct, delete, or supplement any incorrect, unnecessary, incomplete, or outdated personal data in the register, in relation to the purpose of processing (the purpose of the register).

A request for correction must be made in writing. The identity of the customer will be verified and, if necessary, checked. The correction will be made by the person who has the specific authority to correct the register data.

The correction request should be addressed to:

Membership Secretary Nina Forsman: [jasensihteeri.findal@gmail.com](mailto:jasensihteeri.findal@gmail.com) or Nina Forsman, Isoniitykuja 6, 00890 Helsinki.