

# Privacy policy statement

This is the privacy policy statement of the Student Association of Lepaa according to the EU general data protection regulation (GDPR). This privacy policy statement has been updated on 10.6.2024.

## Keeper of the register

Lepaan oppilaskunta r.y.

Business ID: 0645167-0

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## Contact person of membership registry

Name: Laura Kokkonen

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## Name of register

The membership registry of the Student Association of Lepaa

## Legal basis and purpose of processing personal data

The basis of processing personal data is personal consent.

The purpose of processing personal data is managing the membership relationship between the member and the Student Association and Association Act's (503/1989) 11§ intended list of members.

## Information content of the register

- Name
- Date of birth

- Address
- E-mail address
- HAMK or HAMI class ID

## **Regular sources of information**

Information is collected from members via an online form during the joining process and when the information is updated.

## **Disclosure and transfer of information**

The data is not transferred outside the EU or the EEA, and it is not handed over to external parties, with the exception of the server controlled and secured by our partner, where the personal data is stored.

However, information can be disclosed in a manner required by the requirements of the competent authorities or other parties, based on valid legislation.

## **Registry protection and data storage**

The register is protected with modern technologies. Using it requires identification with a username and password.

Only the chairman, vice-chairman, secretary and membership coordinator have the right to use the information in the register.

Information is kept in the register until the member leaves the association themselves or their right to study ends.

The member register is a service maintained by an external party, whose servers are located in the EU.

## **Data subject's rights**

The registered person has the right to check the information about themselves stored in the register and to demand the correction or deletion of incorrect information, if there are legal grounds for doing so. The registered person also has the right to withdraw consent or change it.

According to the General Data Protection Regulation (EU 679/2016), the data subject has the right to object or request the restriction of data processing and to file a complaint about the processing of personal data with the supervisory authority.

All contacts and requests regarding this statement must be submitted in writing, text or in person to the membership coordinator.

A person registered in the register can leave the register by contacting the membership coordinator.

## **Changing the privacy policy statement**

The Student Association of Lepaa reserves the right to change this privacy policy statement.