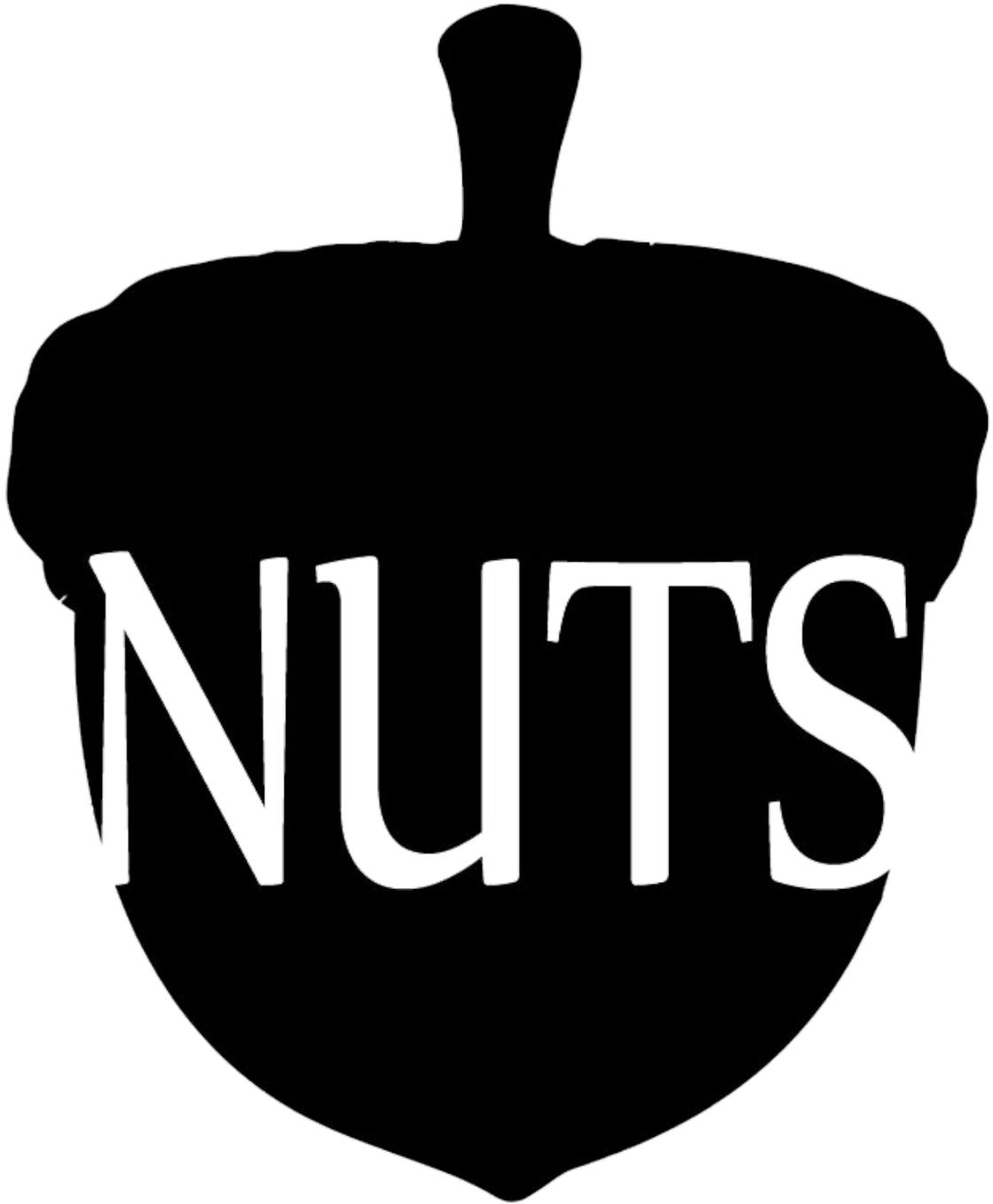


SvNUTS Privacy Statement



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Introduction

SvNUTS is the study association for English Language & Culture and logically following Master programmes at the University of Groningen. As an association, we aim to create a community for students of English Language & Culture by organizing social and academic events throughout the academic year. A new European law called the General Data Protection Regulation (GDPR) that became enforceable on 25 May 2018 requires all European companies and associations to publish clear, accessible privacy statements, which is what you are reading now. In this file, you will find what personal data we have, why we have it, who we share it with, how long we keep it, how we protect it, and, most importantly, what our members' rights are. For any questions or remarks, please contact us.

25.05.2018

The svNUTS Board of 2017-2018

svnuts@gmail.com | Mailing Address: Oude Kijk in 't Jatstraat 26, 9712 EK Groningen | Visiting Address: Rode Weeshuisstraat 12, 9712 ET Groningen | svnuts.com | KVK Nr. 02082080

Purpose

SvNUTS collects your personal data for multiple purposes, which will be explained below.

1. Newsletter

SvNUTS uses your email address to send out monthly newsletters. The purpose of this newsletter is to keep the members up to date and to promote events. Your email address is collected via your enrollment for svNUTS. Members can always unsubscribe from our newsletter by sending us an email.

2. Contact

SvNUTS uses your email address to contact you in case of important professional or personal business that is related to your membership, or to promote events that svNUTS believes to be of importance to you.

3. CUOS

The Central Executive Board for Student Organizations (CUOS) is the overarching organ for the facilitation of student organizations. CUOS is responsible for the funding of student organizations, for which svNUTS needs to provide a member list. To be eligible for funding, this list needs to contain the members' first and last names, dates of birth, student numbers, and email addresses.

4. Additional Personal Information

Any additional information gathered for other purposes such as the annual NUTS trip and introduction camp will be provided with consent of the attending members. This information can contain ID numbers necessary to book trips, allergies, illnesses, etc. that are essential for the organization of these events.

All data can only be used with your permission, for either execution of the agreement that is contracted by enrollment with svNUTS, or for processing with necessary third parties.

Recipients

The data svNUTS collects and processes are managed by the following parties:

1. *Google*

SvNUTS's email is hosted by Google. If you contact svNUTS via email, these emails will be saved on Google's servers. SvNUTS also uses Google Drive for the storage of all collected data.

2. *CUOS*

CUOS requires a copy of the member list of svNUTS, for svNUTS to be eligible for funding. This means that they will receive your name, email address, date of birth, and student number.

Storage Period

SvNUTS stores data for an indefinite period of time, but only for as long as necessary. When you cancel your membership, your data will be deleted as it is no longer needed, unless it is required for any legal reasons.

1. Newsletters

The email address used to send you the monthly newsletter is stored in a mailing list on svNUTS' Google account, out of which the newsletters are sent. The data will be saved for an undetermined period, as you can unsubscribe any time you want by sending an email to svnuts@gmail.com.

2. Contact

Your data is used to contact you about professional or personal cases, or to promote events. The storage period of data necessary for this is as long as your membership lasts. If you cancel your membership, your data will be removed.

3. CUOS

SvNUTS shares your data with CUOS to receive funding. This data will be kept by CUOS for an undetermined period of time. To get more insight on their storage period, do contact them via cuos@rug.nl.

4. Pictures

Any pictures taken during the svNUTS events will be stored on the website under password protection for an indefinite period of time. If a member wishes a picture of them to be deleted, they can request so with an email to svnuts@gmail.com, and the picture(s) will be removed without delay.

5. Additional Personal Information

The aforementioned additional personal data will be stored in the same way as all other personal data, but will be deleted after the event has ended. This data is visible to the svNUTS board and the responsible committee.

6. Payments

Any payments made to svNUTS will be visible to the current Treasurer of the svNUTS Board in the Rabobank account of svNUTS for an indefinite amount of time, or for as long as Rabobank stores it.

Security

SvNUTS only keeps physical copies of member lists, but not of any other data. Apart from the member lists, all other data is only kept in the aforementioned software. The collected data is secured with passwords and is only accessible by the NUTS Board members, and only accessed by a limited number of private devices. The data is only accessed via private Wifi connections and the wifi provided by the University of Groningen. The files containing data of members will never be left open unsupervised.

Any pictures taken during NUTS events can be posted on the website under password protection. If there is a picture of a member they wish to have removed, they can send an email to svnuts@gmail.com and it will be removed.

The details of payments to and from the svNUTS bank account are only visible to the current Treasurer of the svNUTS Board and the Rabobank.

Your Rights

1. Right of inspection

You have the right to inspect your data svNUTS keeps at all times. You can do this by sending an email via svnuts@gmail.com. You will then be provided an overview of all of your personal data that has been collected.

2. Right of rectification

In case your data is incorrect, or has changed, you have the right to rectify that. In this case, contact svNUTS via svnuts@gmail.com and your data will be rectified and corrected.

3. Right of data portability

In case you want to cancel your membership, you have the right of data portability. This means all your data will be transferred back to you, so that you receive it all at once and can be sure that nothing is left behind.

4. Right to file a complaint

If you have a complaint about the way your data is handled, you have the right to file a complaint with the authorities. You can do so via this [link](#).

5. Right to stop data usage (objection)

In case you do not want svNUTS to use your data anymore, you have the right to stop that usage. SvNUTS is only allowed to use your data with your permission.

Obligations

SvNUTS processes personal data for the simple goal of making your membership as great as possible. By sending you newsletters and emails svNUTS wants to keep you up to date about fun events, as well as providing the necessary information on our association. Your data will never be sold to third parties.

The data required for a membership is the minimal data needed to provide our services. Your name and email addresses are needed for the newsletters and other contact, your student number and date of birth to ensure funding via CUOS. Any other information is unnecessary and will therefore not be collected.

In case another third party is interested in your data, it will never be provided without your permission, and in that case, only the essential data will be shared. The only reason for publicly sharing your data is when this is lawfully required. In that case, svNUTS will try to inform you about the situation before any data is published.

If you have any further questions, contact svNUTS via the contact details below.

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