

# Privacy Policy Suus

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In this document it is stated what data is collected, why this data is collected and how the data is used by *Suus*, the study association (in formation) for History and Philosophy of Science and Science Communication and Education at the University Utrecht. Your rights with respect to the processing of this data is also mentioned.

The board can be contacted at [suus@uu.nl](mailto:suus@uu.nl) with any questions, comments or requests.

**Note that the current version of this Privacy Policy is preliminary, and subject to large change throughout the process of foundation of the organisation.**

## 1. What personal data is processed?

### 1.1 For members, we process the following personal data:

- First and last name
- Email address
- Phone number
- Student number
- Current study programme (HPS or SEC)
- Year of starting your programme
- Year of starting your membership

### 1.2 During your membership, the following data may be processed:

- Subscription to activities and additional data needed for these activities (this could for example include: full name, IBAN/BIC, allergies, emergency contact information, etc.)
- Activity within committees
- Pictures taken during activities. These will only be shared through our official channels (WhatsApp announcement chat and newsletter) or in a password protected environment. We will ask consent before pictures are shared with third parties. You can always request the board to not publish or delete a picture.

### 1.3 For alumni, we process the following personal data:

- First and last name
- Email address
- Phone number
- Year of starting your membership

## 2. Why is this personal data processed?

- To keep a member administration and an overview of the members' demography

- To keep an alumni administration
- To send information about the association to members
- To keep a subscription list for activities
- To organize events

### 3. Sharing of data

Without your consent, the data are not shared with external parties (excluding the storage platform). Exceptions are data shared when obliged to do so by law or faculty/university rules, as well as for the organisation of activities (e.g. travel companies, hotels). Your data may be shared with committees of the study association when necessary for the organization of activities, who adhere to the same privacy policy.

### 4. Storage and protection of data

Data is only stored digitally in safe and password protected environments.

Your personal data is stored for the duration of your membership. After termination of your membership, some of your personal data (mentioned under 1.1) will be stored in the alumni administration. You will be informed about this beforehand. You can always ask the board not to store your data in the alumni administration or to remove your data for the alumni administration.

Incidental personal data used for the organisation of events, as mentioned in 1.2, is stored up to a maximum of two years after the event.

In the case of breach of our data protection which leads to (potential) serious adverse effects on the security of your personal data, we will inform the Dutch Data Protection Authority (autoriteit persoonsgegevens). You always have the right to send a letter of complaint to the Dutch Data Protection Authority yourself. The people concerned will be informed of any breach of our data protection that is likely to have adverse effects for your personal privacy.

### 5. Your rights

Apart from the above stated right to contact the Dutch Data Protection Authority, you have the following rights with regards to our Privacy Statement:

- The right to an explanation about which personal data we have and what it is being used for.
- The right to review the exact personal data that we have of you.
- The right to correct errors.
- The right to have personal data deleted.
- The right to limit the processing of your personal data.
- The right to request data in a digital format.
- The right to withdraw the consent that you have given to use your personal data.
- The right to object to certain usages of your personal data.

## 6. Changes to this policy

This document will be kept up to date to our data processing procedures. You will be informed of changes.