# **Privacy Policy**

Last edited on 23-5-2018

## Introduction

E.S.E.V. Zephyr is committed to protecting your personal data. In this Privacy Policy we will be clear and transparent about the information we are collecting and what we will do with that information.

We are doing everything we can to guarantee your privacy and process your personal data with care. E.S.E.V. Zephyr obeys the relevant laws in any case, including the General Data Protection Regulation. This involves that we in any case:

- Process your personal data in agreement for the goal they are provided. These goals and types of personal data are written in this Privacy policy;
- Processing of your personal data is limited to only the data that are necessary for the goal for which they are provided;
- Ask for your permission when we need it to process your personal data;
- Apply fitting technical and organizational measures so that the security of your personal data is guaranteed;
- Forward no personal data to other parties unless this is necessary for the execution of the goal;
- Are aware of your rights concerning your personal data, point this out to you and respect them.

As E.S.E.V. Zephyr we are responsible for the processing of your data. You can contact us via the contact information at the bottom of this document in case you have any questions regarding our Privacy Policy.

#### What personal data do we gather?

If you are a member of our association or attend our events it is possible that we gather your personal data. We exclusively save and process the personal data of which you know that we have them or where it was clear that registering means that we are provided the data to process.

We could request the following personal data for the goals stated in this policy:

- NAP-data (Name, Address, Place of residence);
- Gender;
- Birthdate;
- Postal code;
- Phone number;
- Email-address;
- Student number and Sport pass number;
- Payment information;
- Pictures and videos.

## What do we use your personal data for?

Personal data are processed by E.S.E.V. Zephyr on behalf of the following goals:

- Member administration;
- Contribution fee;
- Providing information via newsletters. Every newsletter has a link to unsubscribe;
- Documenting of events on our website and Social Media. This is communicated at the registration and/or the location of the event.

We only process personal data of minors (persons younger than 16) when permission by letter is given by the parent, caretaker or legitimate agent.

#### Forwarding to third parties

We could forward your data to our partners. These partners are involved in the execution of the agreement and/or task.

Some of these partners are settled outside of the EU. We have strict regulations with them to abide the European privacy regulations.

Social Media buttons are present on our website. The administrators of those services collect your information through these buttons.

#### Duration

The personal data written above is kept for as long as you are a member and thereafter only in the archive. The data gets then destroyed, unless there is a lawful duty that states otherwise. Pictures and videos of our events reside on above mentioned platforms unless an objection is submitted.

#### Security

We have taken fitting technical and organizational measures to secure your personal data against unrightful processing. For example, we took the following measures:

- Every person that can reach your personal data on behalf of E.S.E.V. Zephyr is kept under confidentiality of the data;
- We make use of a username and password on all our systems;
- We pseudonymize and encrypt the personal data when there is a reason for it;
- We test and evaluate our measures regularly;
- Our boardmembers are informed about the importance of protecting your personal data.

#### Rights regarding your personal data

You have the right to access, rectificate, or erase the personal data that we have of you. You can also object against the processing (or partially) of your personal data. You may also request that we transfer the data to you or directly to a third party. We could ask you to legitimize yourself before we comply with your requests.

You have the right to withdraw your permission at any time if you had given it to us.

## Complaints

We ask you to contact us if you have any complaints about the processing of your personal data. We are sincerely sorry if we can not reach an agreement. You always have the right to submit a complaint at the Autoriteit Persoonsgegevens. This is the supervising authority on privacy protection.

### Questions

If you have any questions regarding our Privacy Policy, please contact us!

#### Contactinformation

E.S.E.V. Zephyr Onze Lieve Vrouwenstraat 1 5612 AW Eindhoven info@esevzephyr.nl