

The Student Union of Häme University of Applied Sciences' Member Register

Member Register's Privacy Statement

This privacy statement gives the information that is required by EU's General Data Protection Regulation and by Personal Data Act for registered, registrar member, register user and supervisory authority.

1. REGISTRAR AND THE REGISTRAR CONTACT INFORMATION

The Student Union of Häme University of Applied Sciences (HAMKO)
Vankankylä 9, 13100 Hämeenlinna, FINLAND
<http://www.hamko.fi/en>
Business ID: 2043396-2

Registrar contact person: Aleksi Kurvi, Executive Director
Mobile: +358 44 722 1000
e-mail: tj@hamko.fi

2. DATA PROTECTION OFFICER'S CONTACT INFORMATION

HAMKO tietosuojavastaava
Opiskelijakunta HAMKO
PL 230
13101 Hämeenlinna
tietosuojavastaava@hamko.fi

3. REGISTER NAME

Hämeen ammattikorkeakoulun opiskelijakunnan jäsenrekisteri

4. PERSONAL DATA PROCESSING PURPOSE OF USE

Personal data processing legal basis are:
Personal Data Act (523/1999) 8§ 5. access requirement: membership relations and Associations Act (503/1989) 11§ member listing.

6. REGISTER'S DATA CONTENT

Name
Identity number or birth date
Student number
Membership number
Joining date
Student number
Card type

Card color
Study type
Degree program
Campus
Street address and postal code
Hometown
Home country
Phone number
Email address
Permission to marketing
Membership seasons and given stickers
Membership fees

7. REGULAR SOURCES OF INFORMATION

Information has been received from member itself through electronic form. Personal data, address data and right to study is been revised and if necessary updated from University of Applied Sciences student- and studyregister for members approval.

8. DATA TRANSFER

Personal Data can be disposed as technical recording or sticker printouts to the partners of the Student Union for direct marketing purposes if the member grants an authorization for it.

The partners will not dispose personal data for third parties. The data will not be given or transferred outside of EU or economic region of Europe.

Personal data is transferred to a third party for the use of the digital student card. For the digital student card, the member's name, e-mail, date of birth, educational institution, duration of studies and full-time occupation, student number, photo, field of study (possible) and information on the validity of the membership are given.

9. REGISTER'S PROTECTION

Only designated Student Union staff and persons elected to a position of trust as well as associations' staff and persons elected to a position of trust commissioned by the Student Union have the right to access the member register and they have been introduced with the changes the GDPR brings and they have signed an agreement about the personal data practices.

There are different levels of access rights and each user is only able to access and view data that is necessary for their tasks. Each user has their own username and password that are required while logging in.

Member register is a service provided by external company, which servers are in Finland. We have updated the GDPR standards fulfilled agreement's data protection appendix with the company providing the service.

10. PROFILING

Personal data is not used for profiling or any automatic decisions.

11. REGISTERED RIGHTS

Right to have access to own personal data

Every member has the right to know what personal data is recorded in the membership register referred in this registration description. Everyone is also able to check that there are no data concerning them in this register.

The data can be checked once in a year without a charge. A request for data check-up has to be signed and personally delivered or delivered in another secured manner to the address of the Student Union.

The data can also be checked by visiting the Student Union office in person. There will be an ID check-up before any data is given.

The right to check-up data can only be denied in a case of exception. If the right to check-up data is denied a written letter of denial will be given. The person in question has the right to contact Data Protection Ombudsman who will settle the case: The Office of Data Protection Ombudsman, PL 315, 00181 HELSINKI.

Right to correct own personal data

Registered has a right to ask that it's personal data will be corrected if the data is wrong or chanced. Registered has also a right to correct inadequate personal data by delivering necessary details.

The Student Union corrects, supplies and deletes incorrect, unnecessary, defective and outdated data from the register. A request for a revised decision concerning data can be done by sending it to the Student Union's address or by visiting the office in person. The ID of the person will be checked.

If the correction of data is denied a written letter of denial will be given. The person in question has the right to contact Data Protection Ombudsman who will settle the case: The Office of Data Protection Ombudsman, PL 315, 00181 HELSINKI.

Right to delete data

Register has a right to ask the information about him/her to be deleted if

- a) personal data is no longer needed for the purposes it was collected for; or
- b) personal data has been processed illegally.

Right to restrict the process

Registered has a right to restrict the process of his/hers personal data if

- a) registered denies the reliability of his/hers personal data;
- b) process is illegal and registered refuses the disposal of his/hers personal data and demands the restriction of them; or
- c) Registrar no longer needs the personal data for the process it was collected but registered needs them for legal claim preparation, representation or defend.

Right to move data between systems

Registered has a right to get him/her personal data in structured, commonly used and machine readable form and move the data to another registrar.

Right to appeal to supervisory authority

Registered has a right to hand over the matter to a supervisory authority process if registered sees that his/hers personal data has been violated against the law.

12. CONTACTS

In all questions related to personal data use or own rights the registered should contact the registrar.