



European Youth Parliament Finland – EYP Finland ry Privacy Statement

This is the English translation of the privacy statement of European Youth Parliament Finland - EYP Finland ry. The Finnish statement is the original version and the official document used for interpretation should there be any contradictions between the two versions.

Data controller

European Youth Parliament Finland – EYP Finland ry
Asemapäällikönkatu 1
00520 Helsinki
Business ID: 2064731-1
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Data protection officers

Tuomas Karvonen (Secretary General)
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Name of the register

The privacy statement for the personal data register of the participants of member activities, communications and events of EYP Finland.

The purpose and legal basis of the register

The purpose of the register is to keep track of the personal information of our members during the membership, keeping a member register, communications and handling information of the participants of our events. We process personal data of our members, former members and participants of our activities. The processing of personal data is based on the legal duty of an association to keep a member register.

The legal basis of processing the personal data of participants of our events is legitimate interest and consent. Processing health information is based on consent, for example when cancelling participation to an event. Processing personal data of minors is based on consent of the legal guardian.

The personal data we process

The data processed in the register are personal data, contact information and other necessary information for membership of our members and participants of our events.. In our events we also process other necessary information for the organisation of the event.

The register contains the following information:

- First name and surname
- Gender
- Email address



- Phone number
- Birth date (not social security number)
- Home address
- Postal code and place of residence
- Date of joining
- Consent to direct marketing and communications or no consent
- Member number

For our events we also collect following information:

- School
- Allergies and special dietary needs
- Consent to photography or no consent
- Other

For recruiting (volunteers) we also collect the following information:

- Previous (volunteering) experience
- Other application questions e.g. motivation for the role

Sources of information

Personal data is collected solely from the person themselves with their consent. The person will fill out the relevant fields to the register themselves. The legal guardian must give consent to processing the data of a minor.

Storing the information

Personal data will be stored in the register as long as the person is a member of the association. After the end of the membership, personal data will be stored for a maximum year from the termination of membership based on legitimate interest of the association. Personal data can be stored for longer than this if the legislation or the contract duties of the association to third parties require a longer period.

Personal data collected for the purpose of organising events related to the activities of the association will be stored for a maximum ten years to fulfill the legal accounting duties. Personal data connected to events can be encrypted and anonymised to enable long term storing for statistical purposes. Applicable parts of personal data collected for organising events will be deleted within two years of collecting the data unless another legal obligation requires the association to store the data.

Disclosing data and transferring data outside the EU or European Economic Area

Information will not be disclosed outside the association. Information might be disclosed to volunteers organising EYP Finland events if necessary. Outside services, such as FloMembers (member register, Finland) and EYP Members Platform (events, Germany) are used to store information. The servers of these outside services are located in the EU and they have confirmed taking into account the GDPR in their services. In event registrations and recruitment we might also use Google G Suite, which might have servers physically located outside the EU and EEA.

[More information on the services used to store data:](#)

[FloMembers](#) (member register)

[G Suites -palvelu](#) (recruitment and event registrations)

[EYP Members Platforms](#) (recruitment and event registrations)



Principles for safeguarding the register

The information given is stored in the systems of the data controller. The register of personal data is secured from outside use and usage of information is monitored. Access to the database or unique information is secured by normal methods of information security. Access to the systems requires the use of a username and password.

Only certain predefined administrators have access to the information stored in the systems. The board members processing personal data are committed to following the guidelines of the association for processing personal data according to the privacy statement.

The rights of the registered individual and fixing incorrect information

The registered individual has at any point the right to resist the processing of their personal data for the purpose of direct marketing. In addition, according to the legislation on data protection the registered individual has at any point the right to:

- gain information of processing of their personal data
- gain access to their information and check the personal data processed by the association
- demand fixing any incorrect or inaccurate personal information or complete missing information
- demand the removal of their personal data
- gain their personal data in a machine-readable form and transfer the data to another data controller, provided that the registered individual has themselves provided the data to the association. The association processes the data based on the consent of the registered individual.

The data controller shall correct, remove or supplement any incorrect, unnecessary, flawed or outdated personal information spontaneously or at the demand of the registered individual. The registered individual must present a request to fulfill the aforementioned right as stated in the Contact section of this privacy statement. The association may request the registered individual to specify their request in writing and to confirm the identity of the registered individual before processing the request. The association may refuse to follow through with the request if there are grounds for the refusal in the relevant legislation.

Contact

Requests for using the rights of the registered individual, questions about the privacy statement and other contacts must be done by email. The request can be made by the registered individual themselves or an authorised proxy.

Contact details

European Youth Parliament Finland – EYP Finland ry
Asemapäällikönkatu 1
00520 Helsinki
Email address: info@eypfinland.org
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Changes to the privacy statement

EUROPEAN **YOUTH** PARLIAMENT **SUOMI** FINLAND



This privacy statement can be updated from time to time e.g. when legislation changes. Changes will be communicated to members and relevant persons if necessary. This privacy statement has been last updated 12.4.2023.