

# Privacy Policy UTKA Ultimate Student Ultimate Frisbee Utrecht

UTKA is committed to protecting your personal data. In this Privacy Policy, we aim to provide clear and transparent information on how we handle personal data.

We make every effort to safeguard your privacy and therefore handle personal data with care. UTKA complies in all cases with the applicable laws and regulations, including the General Data Protection Regulation. This entails that we:

- Process your personal data in accordance with the purpose for which it was provided, these purposes and types of personal data are described in this Privacy Policy;
- Limit the processing of your personal data to only those data that are minimally necessary for the purposes for which they are processed;
- Ask for your explicit consent if we need it for processing your personal data;
- Have taken appropriate technical and organisational measures to ensure the security of your personal data;
- Do not pass on personal data to other parties unless this is necessary for carrying out the purposes for which they were provided;
- Are aware of your rights regarding your personal data, wish to make you aware of them and respect them.

As UTKA, we are responsible for processing your personal data. If, after reading our Privacy Policy, or in a more general sense, you have any questions about it or wish to contact us, you can do so using the contact details at the bottom of this document.

# Processing of personal data membership

Personal data for membership are processed by UTKA for the following purpose(s):

- Membership administration;
- NFB membership and competition licence.

The basis for this personal data is:

The membership application form;

For the above objective(s), UTKA may request the following personal data from you:

- First name;
- Insertion;
- Last name;
- Address;
- Telephone number;
- E-mail address;
- Date of birth;
- Study.

Your personal data will be stored by UTKA for the aforementioned processing(s) for the period:

- Five years after termination of membership (except name and email address for the mailing list for former members).

## Processing of personal data of Newsletter subscribers

The personal data of Newsletter subscribers are processed by UTKA for the following purpose(s):

- Informing the person through news announcements.

The basis for these personal data is:

The membership registration form;

For the above objective(s), UTKA may request the following personal data from you:

- First name;
- Insertion;
- Last name;
- E-mail address.

Your personal data will be stored by UTKA for the aforementioned processing(s) for the period:

For the period of time that one is registered.

## Sharing with third parties

We may provide the data you give to us to third parties if this is necessary to carry out the purposes described above.

We use a third party for:

- Membership administration;
- NFB (Dutch frisbee association) memberships and competition licences;
- The newsletter.

We never pass on personal data to other parties with whom we have not concluded a processing agreement. Naturally, we make the necessary agreements with these parties (processors) to ensure the security of your personal data. Furthermore, we will not provide the data you provide to other parties unless required and permitted by law. An example of this is when the police request (personal) data from us as part of an investigation. In such a case, we are obliged to cooperate and hand over these data. We may also share personal data with third parties if you give us written permission.

#### Within the EU

We do not provide personal data to parties located outside the European Union.

#### **Minors**

We only process the personal data of minors (persons under 16 years of age) if written consent is given by the parent, guardian or legal representative.

## Storage period

UTKA will not retain personal data for longer than necessary for the purpose for which it was provided or required by law.

### Protection

We have taken appropriate technical and organisational measures to protect your personal data from unlawful processing, for example;

- All persons who may have access to your data on behalf of UTKA are bound by confidentiality.
- We operate a username and password policy on all our systems;
- We regularly test and evaluate our measures;
- Our employees are informed about the importance of protecting personal data.

# Rights regarding your data

You have the right to access, rectify or delete the personal data we have received from you. You can also object to the processing of all or part of your personal data by us or any of our processors. You also have the right to have us transfer your data to yourself or on your behalf directly to another party. We may ask you to identify yourself before we can comply with the aforementioned requests.

Should we process your personal data on the basis of consent given by you to this effect, you always have the right to withdraw this consent.

## **Complaints**

If you have a complaint about the processing of your personal data, we ask you to directly contact us about this. We hope to resolve the situation together with you. You always have the right to file a complaint with the Personal Data Authority, the supervisory authority in the field of privacy protection.

#### Questions

If you have any questions or comments following our Privacy Statement, please contact us!

#### Contact details

**UTKA Ultimate** 

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