# **Privacy Statement: RASA & HAC**

## **Responsible Party**

The responsible party for the processing and storage of this data are the boards of Roosevelt's All Student Association and the Housing Affairs Council collectively.

#### Kind of Personal Data

The kind of personal data which is stored is connected to the information as filled out on the RASA and HAC membership form. Consequently, your full name (first and last), nationality, personal e-mail address, date of birth, gender and your Middelburg address will be stored in our joint database.

# **Purpose of Storing Personal Data**

The personal data is collected for multiple purposes:

## General Administration

In general, the personal data is collected in order to identify whether a certain person is a member or not. This is necessary for event registration, election procedures, offers exclusive to members, etc.

## **Informing the Members**

Members will receive digital newsletters with information on campus related updates, upcoming events, and other relevant updates. The member will also receive emails in which an election or general assembly is called for. Additionally in case of an emergency or any situation which requires the memberbase to be informed the member will be updated. The boards will only send emails when deemed necessary.

## Campus Emergencies

The Housing Affairs Council needs your personal address in Middelburg in order to act in cases of emergency. Your address is only familiar to Villex and not specifically by UCR. Whenever an emergency would arise the HAC forms a quick line of communication between the student and UCR and could act independently in first instance to assist the student.

## How is the Data Stored

The personal data is collected by means of a joint RASA and HAC membership form which has to be filled out by the student before the start of the academic year.

## The System in which the Data is Stored

The data is stored online in an encrypted file in a shared RASA and HAC storage, which only the Chairs and Secretaries of the RASA and HAC Boards can access.

## How is the Data Secured

RASA applies appropriate security technology to optimally protect your personal data. Any unauthorised access or use will be reported to the relevant law enforcement authorities. Access to personal data has been limited to 4 people in order to further protect personal data against unauthorised access.

#### How are the Parties Involved Informed

The members of RASA and the HAC fill out a form upon registration, this also acts as a consent form for us to store their data. We will also notify them that they can always view our policy on the RASA website, located at <a href="www.rasa.nu">www.rasa.nu</a> and email us at <a href="masa@ucr.nl">rasa@ucr.nl</a> and/or <a href="masa@ucr.nl">hac@ucr.nl</a> for any queries.

# How Long is the Data Stored

Personal data will be stored in accordance with the General Data Protection Regulation (GDPR). In general data will be stored for as long as the student is member of the association. The data will not be stored longer than necessary for the purposes mentioned above.

## Which Parties have Access to the Data

Personal data of the members will only be available to RASA Chair, RASA Secretary, HAC Chair and HAC Secretary. When these people leave the respective boards, their access to personal information of the members will be terminated and the list of people who have access to the data will be updated.

## **Contact Information of the Parties Involved**

You can contact RASA at <a href="mailto:rasa@ucr.nl">rasa@ucr.nl</a> and the HAC at <a href="mailto:hac@ucr.nl">hac@ucr.nl</a>.

If you have any questions about the storage of personal data, feel free to contact the RASA and/or the HAC boards. You may also submit a complaint to the Dutch Data Protection Authority regarding the use of your data.