

Privacy policy

Combined privacy policy and information document. Personal Data Act (523/1999), sections 10 and 24.

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1. Controller

Aalto University Student Union (AYY)
PL 69
02151 Espoo
tel. +358 50 520 9400

2. Contact person for matters concerning the register

Samu Nurmi, Executive Producer
firstname.lastname@ayy.fi
02151 Espoo
tel. +358 50 520 9416

3. Name of register

Application to wear Teekkari cap

4. The purpose of processing personal data

The purpose of processing personal data is to receive application to wear Teekkari cap.

5. Data content of register

The register contains the following types of data on data subjects:

- Applicant/Organization
- Name of the contact person
- Phone number
- Email address
- Name of the event
- Time of the event
- Description of the event

6. Retention period for personal data

The data is stored for one month after the date of the event. Description of the event of archived forever with personal information.

7. Regular sources of data

The data is obtained from the data subjects themselves when they fill in the form.

8. Regular disclosures of data

Data is disclosed for Teekkari Section, AYY board members and Executive producer.

Data may be disclosed to authorities in statutory cases. AYY does not disclose data to other third parties.

Data is not disclosed to countries outside the European Union or the European Economic Area.

9. Principles of register security

The registry data is stored in electronic format only. In transfers over the internet, the data is protected by SSL or SSH technology. The server hardware of the register is maintained according to good maintenance practices.

The use of the register is guided.

Access to the database containing registry data is restricted both by online technology and personal usernames and passwords.

Access to the register is granted to student union operators participating in the application process.

The administration rights of the register are limited to a group of hired employees of the student union whose responsibilities include system administration.

10. Right of inspection

In accordance with the Personal Data Act, data subjects have the right to inspect their data without compensation once a year. Data subjects wishing to inspect the data concerning themselves must submit a written and personally signed, or similarly certified request, to the contact person responsible for the register.

11. Right to rectification

The controller rectifies the data in accordance with section 29 of the Personal Data Act. Requests for rectification of data must be addressed to the contact person in charge of the register.

12. Other rights of data subjects in the processing of personal data

The data subject has the right to prohibit the use of their personal data in accordance with section 30 of the Personal Data Act.