

1. Controller of data

Oulun Tietoteekkarit ry
Mailing Address: PL 4500, 90014 OULUN YLIOPISTO
Address: YY 054/055, Oulun yliopisto, Oulu
Email Address: hallitus@otit.fi
City: Oulu

The controller is hereinafter referred to as the guild.

2. Contact Person for the Register

Tommi Jokinen
sisaministeri@otit.fi

3. Register name

Kulkuoikeusrekisteri

4. Legal basis and purpose of personal data processings

Legal basis for processing personal data under the EU General Data Protection Regulation is the voluntary consent of the access pass applicant. The personal data collected will be used to control access to the common areas of the Guild.

5. Content of the register information

The following information about the accepted applicants is entered in the register:

Identification:

Name of person

E-mail address

Phone number

Other:

Guild membership (I am a member of the guild / I am not a member of the guild)

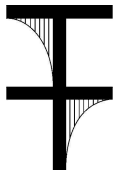
Reasons for granting a pass

Additional information provided by the applicant in free form

Date of issue of the access pass

Topic: Access rights register privacy notice
File: Access_rights_register_privacy_notice_2025.docx
Printed:
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The register does not store information about individuals whose applications are not approved. Collected data will be deleted if a person's access rights are removed.

6. Regulatory data sources

The information to be stored in the register is collected through a written membership application form or information provided by some other means by the member themselves to the person responsible for the register of members.

7. Regular disclosure of data and transfer of data outside the EU or EEA

The name of the applicant and the date the access rights were granted will be forwarded to the University of Oulu's electronic key access rights manager.
Data is not transferred outside the EU or EEA.

8. Principles of register security

A. Manual data

Manually stored material comprise printed backups of the data stored on the computer. Manual material is kept in a locked room accessible only to members of the guild's board.

B. Material stored on computers

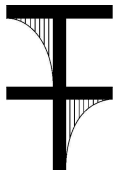
Data is stored on a server owned by the association and protected by passwords and a desktop computer used only by the members of the guild's board, which is kept in a locked room. The information can only be accessed by the data controller and the server administrator.

9. Right of inspection and right to request data correction

Everyone has the right to inspect what information about them is in the register, or if any information about them in the register, and to demand the correction of any incorrect information or the completion of any incomplete information. If a person wants to check the information stored about them or request its correction, a written request must be sent to the data controller. The person exercising the right of inspection must prove their identity. The data controller will respond to the customer within the timeframe stipulated by the EU General Data Protection Regulation (usually within one month).

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10. Storage period of register data

A person in the register has the right to request the deletion of personal data concerning them from the register. Likewise, registered individuals have other rights in accordance with the EU General Data Protection Regulation, such as the right to restrict the processing of personal data in certain situations.

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