

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

2. Contact Person for the Register

Rosa-Maria Myllymäki
sihteeri@otit.fi

3. Register name

Ulkojäsenrekisteri

4. Legal basis and purpose of personal data processings

According to the Associations Act (26.5.1989/503) § 11 sub-section (30.12.1992/1614), the guild is required to maintain a register of its members, including the member's full name and place of residence. The information in the register is used for planning guild activities, statistical purposes, and maintaining the member relationship.

5. Content of the register information

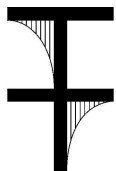
Identification:

Full name
Homeland
Place of residence
Email address
Date of birth
Mailing address, including postal code and city

Other:

Educational program
Membership number
Start and end date of exchange period

Topic:	Temporary member register privacy notice	Oulun Tietoteekkarit ry
File:	Temporary_member_register_privacy_notice_2025.docx	Email address: hallitus@otit.fi
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Joining date

The register does not store information about individuals who are not members of the association. Collected data will be deleted if a person's membership period ends, they resign or they are expelled from the association.

6. Regulatory data sources

The information to be stored in the register is collected through a written membership application form.

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

In accordance with Section 11 § 2 of the Associations Act, all members of the association have the right to access information about the names and places of residence of all members. Information is not disclosed outside the guild. Data is not transferred outside the EU or EEA.

8. Principles of register security

A. Manually stored material

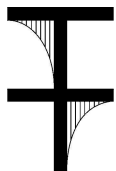
Manually stored material includes membership applications, notifications of changes in member information, as well as printed membership lists and extracts from the membership register derived from computer-stored material. Manual material is kept in a locked room accessible only to members of the guild's board.

B. Computer-stored material

Data is stored on a server owned by the association and protected by passwords. 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).



10. Storage period of register data

Data is stored for the duration of the membership period after which the data is deleted within two weeks.

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.