

Privacy Policy

Vereniging Informatiewetenschappen Amsterdam

December 2, 2020

Vereniging Informatiewetenschappen Amsterdam, located at Science Park 904, 1098XH Amsterdam, is responsible for processing personal data as recorded in this privacy policy.

Contact Information

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1 Data we process

Data you make available to us

Account Information

This is the standard information that is needed to register as a member of the association. This information includes the full name, address, place of residence, e-mail address, student number, current study and the starting date of the study. It is optional to add extra information. This includes a phone number, language preference and an avatar (which can be a picture of yourself). Through your avatar, we might be able to identify your race or gender. We are not interested in this information and the inclusion in this document is a formality.

Activities

If you take part in activities organised by **via**, for which you need to register, it is possible that you will be asked for more information. This information may vary between activities. This information often consists of: clothing size, allergies, diet, account number (IBAN), phone number, emergency phone number, nationality, passport number and type of ID document.

Payment Services

If an account is made on our point of sale system, a direct debit can be activated with our treasurer. An account number (IBAN) and an agreement for direct debit is required. In addition, there is the possibility to save an account number (IBAN) for a claiming expenses when a report of an expense is placed by a member. This is on a voluntary basis and is only done to simplify the expense reporting process for future expenses.

Photographs

Photographs can be made at events and be placed on the website. These photos are only visible for members. If you want photographs that were made of you to be removed, you can request a removal and we will make sure it is removed immediately. Through of photograph, we might be able to identify your race or gender. We are not interested in this information and the inclusion in this document is a formality.

Information received from the UvA

If the UvA-net ID login and registration functionality is used, information from the UvA will be made available to us. This information consists of:

- Your student ID
- If you are a UvA student
- Your first and last name
- Your email address registered at the UvA
- Your preferred language
- Your registered study

We will use this information while registering on our website, if you use UvA-net ID login functionality. We'll use your registered study to verify if your study is part of the studies represented by **via**, so we can automatically let you pay your subscription.

Automatically Collected Information

Connection Information

We collection connection information if you use our website or other online services. This includes information like you IP-address, browser information and which pages you visit on the website.

Processing Registry

According to the GDPR, we need to keep a registry of when we process which information and in which way. An extract of this registry with your information can be requested from the board at any time. (bestuur@svia.nl)

Minimum Age

If you're a resident in one of the countries in the European region, you have to be at least 16 years of age to create an account on the **via** website.

2 Goal, reason and basis of the processing of personal data

Vereniging Informatiewetenschappen Amsterdam will use your information, with your explicit permission, for the following goals:

- Keeping the user database up to date.
- Payment to **via**, including subscription, POS payments and payments for attending events.
- Sending our newsletter, lecture newsletter and idea mail.
- To contact you by phone or email to make sure our services are offered correctly.
- To provide you with information about changes in our services, products and events we organise.
- To give you an opportunity to create an account on our website and use our services.
- Organising two study trips and a ski trip.
- Keeping an alumni database and using it to stay in contact with our alumni.
- To send e-mails on behalf of companies or institutions that focus on IT-students.

3 Retention Period of the Information

Personal information will not be kept by **via** longer than strictly necessary. Below is an overview of the retention periods of the personal information we collect and the reason we collect this information.

Personal Details

The personal details we collect will be kept until a member or alumnus unsubscribes and asks to have their information destroyed. The reason we have this retention period is to make sure we can keep our member and alumni databases up to date.

Address and Place of Residence

The address and place of residence we collect will be kept until a member or alumnus unsubscribes and asks to have their information destroyed. The reason we have this retention period is to make sure we can keep our member and alumni databases up to date.

Contact Information

The contact information we collect will be kept until a member or alumnus unsubscribes and asks to have their information destroyed. The reason we have this retention period is to make sure we can keep our member and alumni databases up to date.

Account Number (IBAN)

The account numbers we collect will be kept until a member suspends their account if that member has activated direct debit in the point of sale system. The reason for this is to ensure the payments for direct debit. We will keep account numbers that we collect for expense reporting until it is indicated that this is no longer desired. Furthermore, your bank account can be collected for activities. In this case, we will keep your information until the event is done. An event is done when it has been evaluated and closed. Afterwards, the information will be destroyed. The reason for this is that we need the account numbers of members in the event of a refund.

Passport Information

The passport information we collect will be kept while the organisation is organising the study trip or ski trip. When the trip is finalised and evaluated, the information will be destroyed. The

reason for this retention period is to make sure the organisation of the trip goes as smoothly as possible. Passport information is sometimes needed for booking transport or accommodation.

Name, student number and start date of study

The study related information we collect will be kept until a member or alumnus unsubscribes and asks to have their information destroyed. The reason we have this retention period is to make sure we can keep our member and alumni databases up to date. Furthermore, we use the information to inform our members of relevant events for their study and year. Finally, we use the information to give the UvA a clear overview of who visits our lectures and who is a member of our association.

4 Sharing Personal Details with Third Parties

Via works closely with a number of companies and institutions. These are mainly institutions that offer services we use, like hosting our website or sending our newsletter. We share your personal information with third parties if it is necessary to comply with legal obligations and for conducting agreements. We have processing agreements with companies to ensure good security and reliability for your information. **Via** will stay responsible for processing your information.

5 Protecting your Personal Information

Via takes protecting your personal information very seriously. We take fitting measure to prevent misuse, loss, processing, unauthorised access, unwanted disclosure and unauthorised editing. It is possible for you to ensure that we protect your information in a satisfactory way. You can do this by sending an email to bestuur@svia.nl. It is also possible to completely remove your information this way.

6 Cookie Policy

A cookie is a small tekst file that a website places on your hard drive when you visit that website. The most important function of cookies is to distinguish between users. You can often find cookies on website that require a login, including ours. Thusly, we use cookies to ensure our website works correctly.

On every visit to our website, we extract your preferences and login credentials from the cookies. This ensures you don't have to fill this information in every time and enables us to increase the ease of use of our website.

Functional Cookies

These cookies are needed to ensure the website works correctly and don't require permission. This includes cookies that save preferences and keep your session when you log in.

Google Tracking cookies

These cookies are used to create an overview of visitors, page views and traffic sources. Google has the right to share this information with third parties if Google is legally required to do so. We cannot influence this.

To guarantee anonymity, Google will make your information anonymous by cutting off your IP Address before storing it, so that Google Analytics is not used to localize or extract personal information attributable to those visiting the website. The information is stored on server in the US. The American Ministry of Commerce has a Privacy Shield-program. Google states that they take part in this program. This means that Google offers fitting protecting when processing personal information.

Removing Cookies

Is it possible to opt out of cookies. This can be done by going to your browser settings and choosing not to save cookies. You can also remove previously stored information from your browsing history [here](#).