



Privacy Policy

Note: This version of the Privacy Policy is applicable from 28/04/23. It was drafted by the Board of the FMF in the academic year 2022-2023. It was approved by the General Assembly on 28/04/23.

The Fysisch-Mathematische Faculteitsvereniging (FMF) processes the personal information of its members to realize its primary goals, as defined in its statutory documents. This privacy statement has been drafted in compliance with the *Algemene Verordening Persoonsgegevens* (AVG) for Dutch legislation, also known as the General Data Protection Regulation (GDPR) through European legislation.

Necessity of processing personal information

Personal information will only be processed by the FMF when a person engages in a membership contract, becomes an alumnus member, joins the FMF's introduction camp, or becomes a donor. Signing a membership contract, becoming a donor of the FMF, or joining the FMF's introduction camp is contingent on the provision of the required personal information on the membership form¹.

No automatic profiling will take place based on the provided personal information. Below is an outline of personal information that is processed by the FMF and a brief argumentation of why this information is necessary:

1. *Name and surname*: for identifying members or donors;
2. *Gender*: for generating statistics for comparison with the composition of the studies;
3. *Email address*: for sending newsletters, invitations for general member's assemblies (GMAs), or contacting members for any other association business;
4. *Address*: for receiving invoice from the FMF;
5. *Phone number*: for contacting members for committees or other urgent matters;
6. *IBAN and BIC-number*: for deducting membership or donor fees, activity fees, or other financial transactions with the FMF;
7. *Enrollment date*: for administrative purposes (e.g. consulting the archives);
8. *Date of birth*: for determining appropriate legislation based on age (e.g. persons under eighteen years of age may not consume alcohol);
9. *Membership type*: for determining matters such as the voting rights at GMAs;
10. *Study*: for generating statistics of membership in specific studies;
11. *Student number*: for requesting grants from the university;

¹In accordance with the Article of Association and the Internal Regulation(IR)

12. *Study start year*: for targeted emails for senior students, such as career-related events;
13. *NNV-number*: collected for the purpose of making cooperation with the NNV easier;
14. *Pictures* (optional): for promoting the FMF's activities on its website or social media pages².

The FMF does not process special personal information as determined by the GDPR, such as medical information or country of origin, and neither does the FMF aim to process personal information of persons under sixteen years of age.

Sharing personal information

The FMF does not supply personal information to third parties unless there is reasonable ground to do so. The FMF never sells personal information to third parties.

New personal information will incidentally be provided to an organisation outside of the European Union. The FMF has processing agreements with these companies in order to facilitate the accomplishment of the primary goals of the FMF, for example by optimizing information supply to members through statistics obtained from mailing lists.

Third parties that personal information is exchanged with are Google, the University of Groningen, Exact Online, and email provider(s)³. With these parties, a processing agreement has been signed. These organizations are only supplied with the personal information that is required to execute the tasks that they are contracted for.

Security of personal information

The FMF processes personal information on its own infrastructure where possible and at third parties otherwise. The FMF has taken precautions to guarantee the confidentiality of personal information maintained where possible and feasible. Examples of these precautions are:

1. Keeping the FMF workstations up-to-date and monitoring for suspicious behavior.
2. Services offered by the FMF, including websites and the file server, use a secure connection.
3. The use of DKIM, SPF, and DMARC to improve authenticity and integrity of emails sent to and from the FMF.
4. The use of automated vulnerability scanning tools, both on the deployed infrastructure as well as on code in repositories.

The FMF has processing agreements with third parties to guarantee the confidentiality and confinement of the personal information that they maintain.

²Any participant in an activity has the right to decline the processing of their images. For more info see the [General Terms and Conditions](#)

³The name(s) of the provider(s) can be requested by contacting the board in writing

Storage period of personal information

The FMF stores information for a term that can be reasonably expected to be required to accomplish its primary goals. When you want to have your personal information removed, this imposes the end of your membership- or donorship. To meet administrative legislation in the Netherlands, the FMF stores a person's information for up to one year after the end of their membership or donorship, on a statutory basis. Information on payments is required to be stored for a longer term and therefore will be removed after seven years in accordance tax laws.

Your rights

Any person has the right to view their personal information that the FMF possesses, in accordance with article 15 of the GDPR. They also have the right to correct or remove their personal information, in accordance article 16 of the GDPR. Corrections of a person's personal information can be supplied through their personal account at mijnfmf.nl or by sending an email to the secretary of the FMF.

If a person wishes to view the information the FMF has about them, they can send a written request to the secretary of the association. The FMF will try to fulfill this request within four weeks.

If a person no longer wants the FMF to process their personal information, they can submit a migration request (right to data portability, article 20). The FMF will supply them with their personal information in a machine format such as CSV, XML, or JSON, such that they can potentially supply this information to a new organization.

Requests by writing in physical form can be sent to the address of the FMF:

Fysisch-Mathematische Faculteitsvereniging
Nijenborgh 4
9747 AG, Groningen
The Netherlands

The FMF can also be contacted by phone via +31 (0)50 363 4155, by emailing the board or physically in the university building Nijenborgh 4, room 5111.0053.

Complaints

A formal complaint regarding the processing of a person's personal information by the FMF can be done through the Authority on Personal information (AP). This can be done through a digital form, accessible at autoriteitpersoonsgegevens.nl, although it is appreciated to first attempt to find a solution through contacting the board.