

# DATA PROTECTION POLICY – ITSETUTKIMUS RY

1.1.2025

## 1. Controller and contact person

Controller: Itsetutkimus ry (“Association”)

Contact person: Jussi Penttinen

Address: Harju 1 D 30, 02460 Kirkkonummi

Telephone: 040 72882723

Email: jussi.penttinen@outlook.com

## 2. Data Subjects

The Association stores information about the persons it deals with (“Data Subject”) in three

separate registers:

- In the membership register, the personal data of the Association’s members;
- In the mailing register, the email addresses of those who have subscribed to the Association’s newsletter.

## 3. Basis and purpose of processing personal data

The purpose of the membership register is to keep the personal data of the Data Subjects up-to-date

during and after membership.

The purpose of the mailing register is to use the Registered e-mail addresses for sending newsletters and other information.

The processing of personal data is based on the Association's legal obligation to maintain

a member register and in other cases, the implementation of mutual agreements between the Association and the Registered.

## 4. Personal data processed

The personal and contact information of the Association's members and other necessary information related to membership are stored and processed in the membership register. This information includes:

- The Registered's first and last name (\*);
- The Registered's e-mail address (\*);
- The Registered's mobile phone number; -
- The Registered's date of acceptance as a member;
- The Registered's date of payment of the registration fee (\*);
- The Registered's payments of membership fees;

The Registered has the right at any time to prohibit the display of their information in the aforementioned member list.

The mailing register stores and processes the e-mail addresses of those who have subscribed to the Association's newsletter.

#### 5. Regular data sources

Personal data is collected from the Data Subject himself/herself.

#### 6. Protection of personal data and data security

Personal data is protected from external use and the use of member data is monitored.

#### 7. Regular disclosure and transfer of personal data

Personal data is not disclosed to third parties.

Viewing personal data through the information system is only permitted for members of the Association or other persons who have the entitling user names and passwords.

#### 8. Retention period of personal data

Personal data is stored in the register as long as the Data Subject is a member of the Association. After the membership ends, the personal data will be deleted.

#### 9. Rights of the Data Subject

The Data Subject has the right, in accordance with applicable data protection legislation, to:

- obtain information about the processing of their personal data at any time;
- access their personal data and check the personal data processed by the Association concerning them;

- demand the rectification of inaccurate and incorrect personal data and the completion of data;
- demand the deletion of their personal data;
- withdraw their consent and object to the processing of their personal data insofar as the processing of personal data is based on the consent of the Data Subject;
- object to the processing of their personal data on grounds relating to their particular personal situation insofar as the basis for the processing of personal data is the legitimate interest of the Association; and
- demand the restriction of the processing of their personal data.

The Data Subject has the right to prohibit the sending of the Association's newsletters and other messages by e-mail to them, with the exception of meeting invitations and messages related to membership fees.

The Data Subject must submit a request for the exercise of the above-mentioned rights in accordance with the Contacts section of this

Data Protection Statement. The Association may ask the Data Subject

to specify their request in writing and verify the Data Subject's identity before processing the request. The Association may refuse to execute the request on the grounds provided for in the applicable law.

#### 10. Right to complain to the supervisory authority

Each Data Subject has the right to complain to the relevant supervisory authority if the Data Subject considers that their personal data have not been processed in accordance with applicable data protection legislation.

#### 11. Contacts

Requests regarding the exercise of the Data Subject's rights, questions about this data protection statement and other contacts should be made by email, in person or in writing to the Data Controller's contact person.

#### 12. Changes to this data protection statement

This data protection statement may be updated from time to time, for example if legislation, contact person or circumstances change.