

FPS Membership Registry Privacy Statement

Finnish Physical Society (FPS) (in Finnish Suomen Fyysikkoseura r.y.)

Membership registry privacy statement

1. Owner of the registry

Finnish Physical Society Suomen Fyysikkoseura r.y. P.O. Box 64, FI-00014 University of Helsinki, Finland toimisto@fyysikkoseura.fi https://www.fyysikkoseura.fi/language/en/

2. Contact

Membership registry: FPS Secretary. The name is given at: <u>https://www.fyysikkoseura.fi/language/en/about-us/board/</u> Email: <u>toimisto@fyysikkoseura.fi</u>

3. Name of the registry

Suomen Fyysikkoseura ry:n jäsenrekisteri

4. Purpose of the membership registry

Personal data are collected and handled to keep and update the FPS membership registry. The data are used for sending membership invoices and their reminders, advertising FPS-related events, and reminders of other activities of FPS relevant for FPS members. Data are not given to any third parties except to an external accounting company which is takes care of the membership invoices.

5. Contents of the membership registry

The registry includes personal data of FPS members. The following data are listed in the registry for each member: first name, surname, home address, postal code and place, email address, mobile phone number, birth date, marketing allowed for external parties (yes/no), start date of the membership, type of the membership, European Physical Society Individual Member membership (yes/no), and received payments. If a member gives their acceptance, the following data are also recorded: scientific field/branch, job title, and current job with contact information. The registry does not contain any social security numbers/personal identity codes.

6. Sources of the membership registry

The registry consists of members who have applied for an FPS membership and have been accepted as a member.



7. Rules regarding who can access the data

The secretary of FPS has access to the data in the registry. In addition, the accounting company selected by the FPS will use the registry for sending the membership invoiced to the members. No data are given to other third parties.

8. Data transfer outside EU and EEA countries

No data are transferred or given outside EU and European Economic Area (EEA) countries.

9. Principles of how data are protected

The FPS member data are stored electronically on a server which requires a username and a password. Any paper forms containing the membership data will be destroyed after successfully added to the electronic registry. All data are treated according to the national and EU GDPR regulations.

10. Right to check and correct data and right to request deletion of the data

The registered members have the right to check, ask for modifications, and request their personal data to be deleted from the registry. The data are only shown for the person in question, or in case of a minor, to his/her guardian. The identity of the person asking for access to the data will be checked before showing any data.