

Date of creation: 29.9.2025

Last modified: 29.9.2025

Privacy Policy – Member Register

This is a register and privacy policy in accordance with the EU General Data Protection Regulation (GDPR).

1. Register controller

Aalto University's guild of Electrical Engineering

Maarintie 8, 02150 Espoo

2. Contact person responsible for the register

Treasurer, Aalto University's Guild of Electrical Engineering

Nelli Liljasto, rahastonhoitaja@sahkoinsinoorikilta.fi

3. Name of the register

Member register of Aalto University's Guild of Electrical Engineering.

4. Legal basis and purpose of processing personal data

The legal basis for processing personal data in accordance with the EU General Data Protection Regulation is the legitimate interest of the controller.

The purpose of processing personal data is to maintain the membership register required by Section 11 of the Associations Act (503/1989) and to maintain the contact details of the guild's members.

5. Data content of the register

- The following data is stored in the register:
- Full name
- Email
- Place of residence
- AYY membership
- Membership of the email list
- Date on which the person was added to the register

- Date of last membership fee payment

The register does not store the data of persons who do not belong to the guild; such data is deleted if membership is terminated.

6. Sources of data

The data stored in the register is obtained from prospective and existing members via online forms and from the account statements of the Aalto University Electrical Engineering Guild.

7. Disclosure of data and transfer of data outside the EU or EEA

Data will not be disclosed to other parties. Data will not be disclosed or stored outside the European Union or the European Economic Area.

8. Principles of register protection

The register is handled with care. Data is stored only in electronic form on reliable third-party internet servers that comply with EU data protection legislation. The data cannot be read by anyone other than the persons responsible at Aalto University's Guild of Electrical Engineering.

The controller ensures that only relevant persons have access to the register.

9. Right of access and right to request correction of data

Every person included in the register has the right to check their data stored in the register and to request the correction of any incorrect data or the completion of any incomplete data. If a person wishes to check the information stored about them or request a correction, the request must be sent in writing to the controller. If necessary, the controller may ask the person making the request to prove their identity. The controller will respond to the customer within the time limit specified in the EU General Data Protection Regulation (usually within one month).

10. Retention period of the data in the register

The register only stores the data of persons who are members of Aalto University's Guild of Electrical Engineering. The data of persons who have resigned or been expelled from the guild will be removed from the register within a reasonable time, at the latest one month after the decision on resignation or expulsion. In special

circumstances, the data of a data subject may be kept in the register for a longer period. In such cases, the data subject will be informed of the reason for the extension.