



# Privacy statement UvA Intreeweek

Date: 17 May 2024

Privacy is a highly important topic for the University of Amsterdam (UvA), and therefore the UvA handles your personal data with care. In this Privacy Statement we describe how personal data is processed and how the privacy of all participants, mentors and crewmembers who are participating in or helping at Intreeweek is protected.

## **Who is responsible for processing my personal data?**

The UvA is the party responsible for processing your personal data within the meaning of the General Data Protection Regulation ('GDPR'). The UvA is located at Spui 21, 1012 WX Amsterdam. Our postal address is PO Box 19268, 1000 WX Amsterdam.

Any questions you might have can be emailed to [avg@uva.nl](mailto:avg@uva.nl). The UvA has appointed a Data Protection Officer ('DPO'). The DPO's email address is [fg@uva.nl](mailto:fg@uva.nl).

## **Which (categories) of personal data are processed?**

When registering for Intreeweek (as participant, mentor or crew member), the following data will be requested and used:

- Name
- Email address
- Phone number
- Date of birth
- Gender
- Preferred language
- IBAN (when needed for Direct Debit)
- Profile picture
- Specific event related questions (e.g. dietary preferences, requested workshops)
- Study
- Emergency contact

We process this data in Tactile, where you, as participant, mentor or crew member, receive an account. We also place necessary cookies to provide a functional website experience.

## **For what purpose will my personal data be processed?**

The UvA will process your personal data for the following purposes:

- Forming groups based on people with the same study and/or primary language AND
- Communication between you and Intreeweek AND
- Possibly providing personal data to third parties (on a voluntary basis) AND
- Displaying your data (such as name, profile picture) on interactive games of Intreeweek AND

- Guaranteeing the safety of (fellow) participants, mentors and/or crew members.

### **What is the legal basis for the processing of this data?**

The UvA processes your personal data based on a contract and vital interest.

Contract: to participate in Intreeweek, it is necessary that you are registered in our event system (Tactile). This allows us to give you access to our events and our mobile app. Furthermore, this allows you to pay with your Intreeweek wristband.

Vital interest: in exceptional cases we may process your personal data when this is necessary to protect your vital interests. This only occurs when there is an urgent medical need. In such a case we are talking about issues of life and death, or at least threats that entail the risk of injury or other damage to the health of you or another person.

### **Will my personal data be shared with third parties?**

The UvA will not share your personal data with third parties, unless you allow it on a voluntary basis. This happens when you scan your Intreeweek wristband at an information pod provided by Tactile. The UvA has written agreements with Tactile about the processing and security of your personal data.

### **Will my personal data be transferred to countries outside the European Union?**

No, your personal data will not be transferred to countries outside the European Union.

### **How will my personal data be secured?**

The UvA takes appropriate technical and organizational measures to protect your personal data against unauthorized access, loss and any form of unlawful processing. Your data is stored and protected by Tactile. Read more on how Tactile stores and protects your data here:

<https://www.tactile.events/privacy-policy>.

### **How long will my personal data be stored?**

We will not keep your personal data for longer than is necessary for the purposes for which we use it. Three months after Intreeweek, we will anonymize your data in our event system. After this has happened, we will no longer be able to link our data back to you. We are required by law to keep some data for a certain period of time. Where possible we will pseudonymize or anonymize the data.

### **How can I exercise my privacy rights?**

On the basis of the GDPR, you have the right to access the personal data that we process, to correct your personal data if it contains factual inaccuracies, to have your personal data deleted, to limit the processing of your personal data, and – subject to certain conditions – to object to the processing of your personal data and the right to dataportability.

If you wish to exercise any of these privacy rights, you can contact [avg@uva.nl](mailto:avg@uva.nl).

If you are not satisfied with how the UvA dealt with your personal data, you can submit a complaint with the Data Protection Officer of the UvA, at [fg@uva.nl](mailto:fg@uva.nl).

### **Contact details**

If you have questions regarding Intreewek and/or how your personal data will be processed with regards to Intreewek, you can contact with the organization of Intreewek via [intree@uva.nl](mailto:intree@uva.nl).