

# Probbary – Event Signup Privacy Statement

This privacy statement complies with the EU General Data Protection Regulation (GDPR).

## 1. Controller of the signup information

Probbary, Lönnrotinkatu 5, 50100 Mikkeli

## 2. Person in charge of the signups

Rasmus Paavola

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Communications Coordinator of the Board

## 3. Legal basis and the purpose of gathering personal information

The legal basis for gathering personal information, complying with the EU GDPR, is the legitimate interest of the controller of the signups.

## 4. Information in the signups

The signups will contain the following information:

- Name
- Email address
- Phone number
- Dietary restrictions and beverage preference
- Changing event-specific further information

The information in the signups is deleted after a reasonable amount of time after the event.

## 5. Regular sources of information

The information in the signups comes via online forms.

## 6. Handing over information and transferring information outside of the EU or the EEA

The information in the signups is not to be handed over to outside parties. The information is not to be handed over or stored outside the European Union or the European Economic Area

## 7. Principles of protecting the signups

The signups are handled carefully. The information is stored only in electronic format, in a trustworthy server, which complies with the EU GDPR. The encryptions of the signups are done using Probba ry's own encryption keys. The information is only available to authorized persons of Probba ry.

The controller of the signups will ensure that access to the signups is only limited to the appropriate individuals.

## 8. Right to check and request for corrections in the information

Each member who is in the signups has the right to check their information that has been saved in the signups and demand for corrections if any information is incorrect or missing. If the person wishes to see the information the signups have on them or requests for a correction, the request must be sent to the controller of the signups in writing. The controller of the signups can ask the sender of the request to verify their identity. The controller of the signups will answer the requesting party within the time limit specified by the GDPR (primarily within one month).

## 9. Retention period of the information in the signups

The information shall be stored in the signups only for as long as is necessary. The information for normal events is removed approximately two weeks after the event. If some of the information is required after this, for e.g. collecting attendance fees, the information is removed within two weeks for people whose information no longer needs to be stored.