

Privacy Policy

Study Association AnAchi takes care of your privacy. That's why we only process personal data that we need for our services and we use this personal information carefully.

This Privacy Policy contains information about all data we process for our services. The starting date of this policy is 28/05/2018. With the publication of a newer version, the older version will expire. This policy describes what kind of data we collect, where this data is used and with who this data is shared. The conditions of shared data with third parties will be explained. We also explain in where we store and how we save and secure your data. At the end we also tell what rights you have concerning your data.

For questions about our Privacy Policy, you can always [contact us](#).

General provisions

AnArchi; We	Study Association AnArchi.
Personal data	All the data AnArchi members had to fill in when becoming a member of Study Association AnArchi.
Members Area	Secure part of our website exclusively available for AnArchi members
AnArchi members	Everyone that subscribed at AnArchi.
Responsible for the privacy policy	Current established board of Study Association AnArchi.
Processor Personal data	Current established Secretary of Study Association AnArchi.

1. Data we collect from you and how we use it

A. Registration as a member

By subscribing for AnArchi we collect data, this data is saved in our protected Members Area. No one has access to all saved data in the Members Area except the secretary of AnArchi. When people subscribe for AnArchi on our website their data will be emailed within an automatic reply mail. This email contains all the data that will be used. An email address of AnArchi is added in the bcc of this email, so AnArchi can edit the data in an encrypted file. The following data is saved with the following reasons;

What data	Why necessary
Names, initials, date of birth and gender	Identification
Contact details; email and phone number	Contact
Study details; TU/e ID, Study phase, Study Program, Study Specialization and graduation year	Verification of subscription requirements

The email address cannot be a TU/e email address because this email address expires after graduation.

B. Subscription to Archiprint

For subscribing for Archiprint we need to collect data. When AnArchi members or non- AnArchi members subscribe for Archiprint on our website their data will be emailed within an automatic reply mail. This email contains all the data that will be used. An email address of AnArchi is added in the bcc of this email, so AnArchi can edit the data in an encrypted file. The following data is saved with the following reasons;

What data	Why necessary
Names	Identification
Contact details; email and phone number	Contact
Address details; ZIP-code and City	For sending you the copies

C. Subscription to activities

For subscribing for activities we need to collect data. When AnArchi members or not AnArchi members subscribe for AnArchi activities on our website their data will be emailed within an automatic reply mail. This email contains all the data that will be used for the subscription. An email address of AnArchi is added in the bcc of this email, so AnArchi can edit the data in an encrypted file. The following data is saved with the following reasons;

What data	Why necessary
Names	Identification
Contact details; email address	Contact

Sometimes additional data is needed for specific activities. The following data can also be asked;

C.1 Excursions with public transport as mean of transport

We collect data about your travel product this can for example be a 'Weekend OV', 'Week OV' or a subscription to the public transport. This data is used for paying personalized group tickets.

C.2 Multi-day excursions

We collect copies of passports, health insurances and signed contracts of AnArchi members that will travel by airplane with AnArchi on a multi-day excursion of AnArchi. AnArchi has taken appropriate measures of preventing unauthorized use of these documents by leaving the documents in a double-locked closet. AnArchi is obliged to provide secrecy about these documents. All documents will be deleted within one year after the travel if the tenderer has fulfilled his obligations of the contract he signed.

D. Sponsorship data

We collect data of our sponsors and contact persons of sponsors. We get this data of the contact persons themselves. This information will not be shared with other sponsors. The following data is saved with the following reasons;

What data	Why necessary
Names; company name and name of contact person.	Identification
Contact details; email address and phone numbers	Contact
Function of contact person	For setting up contracts

2. How we process your data

- The data of process 1.A is saved on a personal account on a protected part of the AnArchi website. This protected part is called the Members Area. The secretary of AnArchi can review this data, so AnArchi can check whether this data is complete for the execution of our activities.
- A back-up of process 1.A is saved in a protected data file on our file server.
- We store your data of 1.A as long as you are a member of us. This means that we store your account until you cancel your membership. If you cancel your membership we will also delete

the data you gave us. On the base of administration obligations we have to store invoices with your personal data, these data will be saved until the applicable period has expired.

- The data of process 1.A, 1.B and 1.C (with exception of 1.C.2) is saved temporarily in the mailbox of the secretary and will be deleted after processing.
- The data of process 1.B and 1.C is only saved for the activity or subscription, afterwards this data will be deleted.
- The data of process 1.D is saved in the mailbox of the commissioner of public relations.
- We store your data of 1.D as long as you are a sponsor of AnArchi. This means that we store your data until you cancel your sponsorship. If you cancel your sponsorship we will also delete the data you gave us. On the base of administration obligations we have to store invoices with your personal data, these data will be saved until the applicable period has expired.

3. How we protect your data

- The data of process 1.A is protected in the members area and can only be viewed by the secretary of AnArchi.
- The data of process 1.A is back-upped on our online [file](#) server; one.com where only the current board of AnArchi can view this data. This [file](#) server isn't allowed to view or use this data. This [file](#) server has taken appropriate measures for preventing unauthorized use of our data. This [file](#) server is obliged by the agreement to provide secrecy according the Dutch law.
- All data is saved on our file server; clouddiskspace where only the current board of AnArchi can view this data. This file server isn't allowed to view or use this data. This file server has taken appropriate measures for preventing unauthorized use of our data. This file server is obliged by the agreement to provide secrecy according the Dutch law.
- All emails are saved on our email server; one.com where only the current board of AnArchi can view this data. This email server has taken appropriate measures for preventing unauthorized use of our data. This email server is obliged by the agreement to provide secrecy according the Dutch law.

4. Which data we share and why

A. CHEOPS Study Association of the Built Environment

Once a year we share some of our data with [CHEOPS; Study Association of the Built Environment](#). This data contains; last name, prepositions, first name and TU/e ID. CHEOPS needs to rectify our members on order to give us a certain amount of subsidy. CHEOPS isn't allowed to use this data for own or other purposes and can only view this data. CHEOPS has taken appropriate measures for preventing unauthorized use of our data. CHEOPS is obliged by the agreement to provide secrecy.

B. Faculty of the Built Environment of the Eindhoven University of Technology

Once a year we share some of our data with the [Faculty of the Built Environment](#) of the Eindhoven University of Technology. This data contains; last name, prepositions, first name and TU/e ID. The Faculty already has your data as all AnArchi members need to be a student at the faculty of the Built Environment. If our data is not matching with the Faculty your data will be deleted or added to the list of Alumni members. The faculty isn't allowed to use this data for own or other purposes and can only view this data. The faculty has taken appropriate measures for preventing unauthorized use of our data. The faculty is obliged by the agreement to provide secrecy of our data.

C. Cooperation in tax and criminal investigation

If appropriate, AnArchi can be forced on the basis of a legal obligation for sharing our data on the bases of government taxes or criminal investigations. In such a case we are forced to share your information, but we will try to oppose this within the possibilities the law offers us.

5. Your rights concerning your data

According to the Dutch and European legislation, you as a data subject have certain rights with regard to the personal data that is processed by us. We explain which rights these are and how you can invoke these rights.

In principle, in order to prevent abuse, we will send copies of your data to your already known e-mail address only. If you wish to receive the data at another e-mail address you can change your e-mail address online at your membership account or we will ask you to identify yourself.

You have the right to report a complaint to the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) at any time if you suspect that we misuse your personal data.

Right of inspection

You always have the right to inspect the data that we have processed/ are processing that relates to you. You can log in to your AnArchi membership account or submit a request. If you submit a request you will receive a response within 30 days.

Right of rectification (changeability)

You always have the right to rectify the data, we have processed/ are processing that relates to you. You can log in to your AnArchi membership account or submit a request. If you submit a request you will receive a response within 30 days. If your request is granted, we will send you a confirmation with the changed data to your already known e-mail address.

Right to restriction processing

You always have the right to limit the data that we have processed/ are processing that relates to you, as long as we can fulfill our membership services. You can submit a request and will receive a response within 30 days. If your request is granted, we will send you a confirmation with the changed data to your already known e-mail address.

Right of objection

You have the right to object to AnArchi using your personal data. If you object, we will immediately stop processing your data and pending your objection. If your objection is well-founded, we will provide you your personal data and we will permanently discontinue the processing.

6. Amendments to the Privacy Policy

We reserve the right to change our privacy policy at any time. You will always find the most recent version on this webpage. If the new privacy policy will affect the way we were already processing your data, we will notify you by e-mail.