

# Privacy policy of the M.F.V. Panacea

This document was last updated on May 24<sup>th</sup> 2018

## Personal data

The Medical Faculty Association Panacea (M.F.V. Panacea) processes the personal data you provide via the registration form. In addition, data is processed when using the online services of M.F.V. Panacea. The following personal data is required during the registration:

- Name;
- Gender;
- Date of birth;
- (Passport) Photo;
- Address;
- Email address;
- Phone number(s);
- Nationality;
- Bank account number;
- Student number.

When registering for services of the M.F.V. Panacea, the M.F.V. Panacea retains the right to pass on a list of participants to the organizing party. On this list, the participant's names and the number of ordered tickets is provided. If the board of the M.F.V. Panacea thinks that more information is necessary for certain activities, they can add this data to the participants list. When registering for certain events, additional information and data will be asked. This will only happen when this data is required for the activity in question. Examples are: allergy information for activities which include meals and/or details about identity for trips abroad. The board of the M.F.V. Panacea ensures that no unnecessary data will be requested.

## Processing goals

The M.F.V. Panacea uses your personal data to keep a complete record of their members. In addition, your contact details are used to provide you with information about the association and to be able to get in contact with you. An example of this is our fortnightly newsletter.

Furthermore, the M.F.V. Panacea uses your personal data for the yearbook (almanac) and on the secured part of the website. Your name, address, date of birth, profile picture and telephone number can be used for this. If you have any objections, report this to the board of the M.F.V. Panacea and the data concerned will either be removed or not used at all

## Period of member file

During your membership, your data will be processed as explained in this policy. When your membership ends, your data will be transferred to the former member record. This file is only available to the board of the M.F.V. Panacea and is used to approach former members for different purposes., such as an Alumni day, jubilee and requests for speakers and such for the activities of the M.F.V.

Panacea. If you want to have your data removed from our database after finishing your medical studies, you can inform the board about this.

### **Sharing with third parties**

The M.F.V. Panacea shares your information with third parties as little as possible. Only if the board of M.F.V. Panacea finds that sharing is useful, regarding the goals of the association, your data will be shared with third parties. You can think of providing a list of participants to third parties who organize an activity for our members. A processing agreement will be drawn up with these parties to ensure that your data will not be distributed further. The board of the M.F.V. Panacea ensures that your data is not sold to third parties.

### **Delete and view/retrieve your own data**

You have the right to request, view, change and delete your data at any time. You can view and change your information known to us partly if you are logged in at the website. A request for removal or requesting your data, as far as known to us, can be submitted by sending an email to [bestuur@panacea.nl](mailto:bestuur@panacea.nl). The board tries to answer and process these requests within ten working days, with the exception of holiday periods. If you wish to have all your personal data removed, it is not possible to remain a member of the M.F.V. Panacea and your membership will be terminated.

### **Security of personal data**

The board of the M.F.V. Panacea takes the security of your data very seriously. The board will take appropriate measures to ensure that your data is not misused. In addition, the board will ensure that your data will not be undesirably shared, lost or accessible to unauthorized people. If you believe that your data is insufficiently secured or that your data is being misused, you can contact the board of the M.F.V. Panacea.

### **Photos**

During events organized by the M.F.V. Panacea, photos can be taken by the M.F.V. Panacea. These photos are placed on the website of the M.F.V. Panacea and can only be seen by logged in website visitors. If you want to have a photo removed from the website, please contact the board of the M.F.V. Panacea. If photographs are used on social media, or for other forms of promotion, explicit permission will be requested from those involved.