

24.5.2018

1. Name of the register	Alumni Register
2. Identity and contact information of the data controller	University of Turku Address: University of Turku, FI-20014 TURUN YLIOPISTO Email: kirjaamo@utu.fi Telephone: +358 29 450 5000 (operator)
3. Contact information of the Data Protection Officer	Camilla Engman Email: DPO@utu.fi Telephone: +358 29 450 4361
4. Contact information in matters regarding the use of the register	University of Turku Development Services/ Engagement and Impact Email: alumni@utu.fi
5. Purpose and legal basis for the processing of personal data	<p>The purpose of the alumni register is to store the contact information of the alumni network. Members of the alumni register have studied or worked at the University of Turku or Turku School of Economics. The alumni register is mainly used for communication with the alumni (e.g. alumni newsletters, event communication). The alumni register is also used for improving and strengthening the co-operation between the University and alumni.</p> <p>Membership in the alumni register is voluntary. The register is used for managing memberships and operation, as well as relationships and communication with the alumni, and marketing alumni activities and services. Data in the alumni register can also be used for producing statistical data for the use of the University of Turku.</p> <p>The processing of personal data is based on the data controller's legitimate interest.</p>
6. Legitimate interests of the data controller or a third party	The legitimate interest of the data controller is based on the possibility of the University employees to promote societal interaction and maintain connection to former students and employees as described in section 5.

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<p>7. Personal data groups in this privacy notice</p>	<p>Mandatory information required for registering as an alumni is marked with an asterisk (*).</p> <p>Basic information</p> <ul style="list-style-type: none"> • First name * • Last name * • Title • Position • Company/organisation • Email * • Mobile phone • Telephone <p>Work address</p> <ul style="list-style-type: none"> • Address (work) • Postal code (work) • Town/city (work) • Country (work) <p>Home address</p> <ul style="list-style-type: none"> • Address (home) • Postal code (home) • Town/city (home) • Country (home) <p>Degree information</p> <ul style="list-style-type: none"> • Faculty • Major • Degree • Year of beginning of the studies • Year of graduation • Student number <p>Other information</p> <ul style="list-style-type: none"> • Possible additional information • Interest in subscribing to the alumni newsletter • Information on actions (e.g. information on past contacts)
<p>8. Recipients and recipient groups of personal data</p>	<ul style="list-style-type: none"> • eTaika Oy (eTaika is the system supplier for the University's Konsta – Contact and Event Management System. The alumni register is stored in Konsta) • emaileri Oy (the emailer service is used for sending news letters to the alumni)

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<p>9. Information on transferring data to third countries</p>	<p>Data in the alumni register will not be transferred or disclosed to parties outside the EU or the European economic region.</p>
<p>10. The period for retaining personal data</p>	<p>Data will be erased when the data subject no longer wishes to be a member of the alumni network.</p>
<p>11. Rights of the data subject</p>	<p>The data subject has the right to access their personal data retained by the data controller, the right to rectification or erasure of data, and the right to restrict or object the processing of data, and the right to transfer the data from one controller to another.</p> <p>The data subject has the right to make a complaint with the supervisory authority.</p> <p>The contact person in matters regarding the rights and obligations of the data subject is the Data Protection Officer. Contact information of the Data Protection Officer can be found at the beginning of this notice.</p>
<p>12. Information on the source of personal data</p>	<ul style="list-style-type: none"> • Data in the alumni register has been transferred from the study register of the University of Turku with the permission provided by the data subject. <p>or</p> <ul style="list-style-type: none"> • The data subject has provided their personal data themselves by registering as an alumni.
<p>13. Information on the existence of automatic decision-making, including profiling</p>	<p>Registered data will not be used for automatic decision-making or profiling.</p>

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<p>14. Principles for the protection of personal data</p>	<p>The registered data is stored according to the best practices, good information security and legislative regulations so that it is protected from external parties. The register is protected with user identification and passwords as well as structural and group-specific authorisation. Registers containing personal data can be accessed only by members of personnel who require the use of personal data for performing their work tasks. The system can be accessed only through a protected network connection.</p> <p>An agreement on the terms regarding the processing of personal data, which is in accordance with the EU Data Protection Regulation, has been made with the system supplier (eTaika Oy).</p> <p>The use of the service creates log entries which are used for ensuring the information security of the service, developing the technology of the service, and for detecting, preventing or investigating technical faults or errors (Sections 138, 141, 144, and 272 of the Information Society Code (917/2014)). The logs are retained for these purposes for the required time period and they will not be used for any other purposes.</p>
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