

ENO PRIVACY STATEMENT

Data controller: ENO Schoolnet ry (ENO) / ENO Schoolnet association

Contact information: Kauppakatu 25C, 3. floor, 80100 JOENSUU, info@enoprogramme.org

Contact person: Project manager Kaija Saramäki, kaija.saramaki@enoprogramme.org

Name of the register: Photo and video database

BASIS FOR PROCESSING PERSONAL DATA

The basis for processing personal data is collecting consent for publishing images and/or videos together with the names of those being photographed/filmed. The data can be used and processed in dissemination of ENO activities in all forms (printed, electronic, etc).

PERSONAL DATA PROCESSED (all or separately selected data)

Name, Age, Address (streetname, post code, city, region, country), Email, Phone number, Organisation, Photos, Videos, Any other data that may be described in the consent forms. Consent forms are collected where seen necessary.

REGULAR DATA SOURCES

The data stored in the filing system are received through email, online forms and/or written consent forms and given by the subjects themselves. In case the subject is under 18 in age, the data is given by their legal guardian or with the consent of the guardian.

DATA DISCLOSURE AND TRANSFER

The data are not transferred outside the association and will not be transferred outside of EU or EEA.

DATA FILING SYSTEM PROTECTION

Care is exercised in the processing of the data filing system. The data are stored in electronic form (from emails and online forms) in secure third-party online servers that comply with EU's data protection legislation. Written consent forms are filed in the ENO Schoolnet office in a locked office cabinet.

The data controller ensures that only those people within the organisation who need to do so based on their duties have access to the data.

RIGHTS OF THE DATA SUBJECT

Everyone included in the filing system has the right to inspect the data on themselves in the filing system as well as to request the rectification of possible inaccurate data or the supplementation of incomplete data. In case a person wishes to inspect the data on themselves or request their rectification, the request must be made in writing and sent to the data controller. If necessary, the data controller may request the person making the request to prove their identity. The data controller shall respond to the data subject within the timeframe stipulated in the EU's General Data Protection Regulation (generally within one month).

Right of inspection

The data subject has the right to inspect the data stored and can request any incorrect information to be corrected. The inspection request has to be made in writing to the data controller.

Rectification of data

Data subjects have the right to demand the rectification (correction) of inaccurate personal data concerning them and to have incomplete personal data completed.

Other rights of the data subject

The data subject has the right to have the controller *erase all data* concerning him or her without undue delay.

The data subject also has the rights to restrict the processing of personal data as described in the EU General Data Protection Act.